



## EMPLOYMENT APPLICATION

### PERSONAL INFORMATION: (PLEASE PRINT CLEARLY)

Name: \_\_\_\_\_  
(Please Print Clearly)

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Driver's License # (if required for position) \_\_\_\_\_ State: \_\_\_\_\_

### EMPLOYMENT DESIRED:

<b><u>Position Applying for:</u></b> <b><u>Salary Desired:</u></b>	<b><u>Start Date:</u></b>
<b><u>Are you employed now?</u></b>	<b><u>May we contact your employer?</u></b>
<b><u>Ever applied to this company before?</u></b>	<b><u>If so, when?</u></b>
<b><u>Do you know anyone who works for our Company?</u></b>	<b><u>Were you referred by anyone?</u></b>

Qualifications for the position applying for: \_\_\_\_\_

\_\_\_\_\_

Do you have any training certifications? \_\_\_\_\_  
(Include OSHA Certs, First Aid, and other qualified construction Certification if applicable)

Are you at least 18 years or older? \_\_\_\_\_ Yes \_\_\_\_\_ No If no, you may be required to provide authorization to work.

Do you have the ability, with or without reasonable accommodations, to perform the essential functions of the job for which you are applying? \_\_\_\_\_ Yes \_\_\_\_\_ No

If No, describe the functions that cannot be performed \_\_\_\_\_

What languages do you speak fluently? \_\_\_\_\_

**CAPABILITY / RELIABILITY:**

Will you abide by the safety rules of this company? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you ever been disciplined for violating company safety rules or regulations? \_\_\_\_\_ Yes \_\_\_\_\_ No  
 If Yes, please explain \_\_\_\_\_

Have you ever been fired, or asked to resign from a job? \_\_\_\_\_ Yes \_\_\_\_\_ No  
 If Yes, please explain \_\_\_\_\_

**EDUCATION:**

Name & Location of School	No of Years Attended	Degree Received	Subjects studied/Major

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**WORK HISTORY:**

(List names of employers in consecutive order with present or last employer listed first. If self-employed, give firm name and supply business references)

List Date Month & Year	Name & Address of Employer	Position	Reason for Leaving
From:	Name:		
To:	Address:		
	Telephone #:		

Below describe duties performed, skills used/learned, advancements/promotions earned:

\_\_\_\_\_

**WORK HISTORY (Continued):**

(List names of employers in consecutive order with present or last employer listed first. . If self-employed, give firm name and supply business references)

List Date Month & Year	Name & Address of Employer	Position	Reason for Leaving
From:	Name:		
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**GIVE THREE REFERENCES, NOT RELATIVES OR FORMER EMPLOYERS**

\_\_\_\_\_  
Name Address Phone Number

\_\_\_\_\_  
Name Address Phone Number

\_\_\_\_\_  
Name Address Phone Number

I certify that my answers to the foregoing questions are true and correct without any consequential omissions of any kind whatsoever. I understand that if I am employed, any false, misleading or otherwise incorrect statements made on this application form or during any interviews may be grounds for my immediate discharge.

I hereby authorize Cook General Engineering, Inc., to contact any company or individual it deems appropriate to investigate my employment history, character, qualifications and education and I give my full and complete consent to their revealing any and all information they wish as a result of this investigation.

I agree that, if I am employed, I will abide by all the rules and regulations of the Cook General Engineering, Inc. I also understand that my employment is at-will and may be terminated by myself or by the company at any time for any reason or no reason at all, with or without prior notice.

**Applicant Signature** \_\_\_\_\_

**Date** \_\_\_\_\_