

# HI TECH INSULATION SERVICES

## Employment Application

Applications are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or in the presence of a non-related medical condition or handicap.

### General

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Apt # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

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

Are you a citizen of the United States of America?  Yes  No

Have you ever been convicted of any crime?  Yes  No

*If yes, what?* \_\_\_\_\_

Have you applied here before?  Yes  No *If yes, when?* \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

### Employment Experience

Start with your present or most recent job. Include military assignments and other volunteer activities.

**Employer 1** \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Job title \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Reason(s) for leaving: \_\_\_\_\_

Can we contact this employer?  Yes  No *If no, why not?* \_\_\_\_\_

**Employer 2** \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Job title \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Reason(s) for leaving: \_\_\_\_\_

Can we contact this employer?  Yes  No *If no, why not?* \_\_\_\_\_

**Employer 3**

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Job title \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Reason(s) for leaving: \_\_\_\_\_

Can we contact this employer?  Yes  No *If no, why not?* \_\_\_\_\_

**Education**

Schools/Colleges Attended	Number of years	Year Graduated	Degree
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**References (no relatives)**

Name	Relationship	Phone number	Years Known
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Licenses**

Driver's license number: \_\_\_\_\_ State: \_\_\_\_\_ Expiration Date \_\_\_\_\_

Required SR22?  Yes  No *If yes, what is the release date?* \_\_\_\_\_

If you do not have a clean driving record, please explain any limitations or conditions against your license.

\_\_\_\_\_  
\_\_\_\_\_

**Physical Record**

Do you have any limitation which may require an accommodation in order for you to perform the position for which you're applying?  Yes  No

If yes, explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Acknowledgement**

The information provided in this application is true, correct, and complete. If employed, any misstatement or omission of fact in this application may result in my dismissal. I understand that acceptance of any offer of employment does not create a contractual obligation upon the company to continue to employ me in the future. I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from liability for any damage that may result from furnishing same to you.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Thank you for your interest in working with us.

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**Personnel Use Only**

*Do not write anything in this section.*

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