

APPLICATION FOR EMPLOYMENT – LCR, Inc. dba Jim's Heating and Cooling

PERSONAL INFORMATION

Last Name	First	Middle	Date
Address			Phone
City, State, Zip			Social Security #
Position applying for?	Pay expected	Date Available	

Are you prevented from being employed in the United States because of your Visa or immigration status? Yes No

Have you ever been convicted of a felony? Yes No If yes, please explain:

EDUCATION

Name and location of school	Course of study	Years completed	Graduated	Degree
High School			<input type="radio"/> Yes <input type="radio"/> No	
College			<input type="radio"/> Yes <input type="radio"/> No	
Trade, Business or Graduate			<input type="radio"/> Yes <input type="radio"/> No	

TRAINING

Name of Institution	Course of study	Completed?	Certificate?
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
		<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

EMPLOYMENT HISTORY

Please start with your most recent work experience and list your three most recent employers. Explain any gaps of more than 3 months between employers. Use additional sheets if necessary.

Employer	Phone number
Address, City & State	Dates employed From To
Job Title/Work Performed	Hourly rate/Salary Starting Ending
Name of Supervisor(s)	Reason for leaving

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NOTICE TO APPLICANTS

As a part of the LCR, Inc. dba Jim's Heating and Cooling Fitness for Work Policy, all offers of employment are contingent on the applicant passing a pre-employment drug screen. All Jim's Heating and Cooling employees will be subject to drug screens. Applicants unwilling to consent to these tests should not proceed with their application for employment with Jim's Heating and Cooling. The use of tobacco products is prohibited in company vehicles and in company buildings, except in designated areas.

I authorize LCR, Inc. dba Jim's Heating and Cooling to make investigations concerning my previous employment, education, driving record and other related matters including a credit report, which may be necessary in arriving at an employment decision. I further authorize those persons and companies referenced above to provide information to a representative of Jim's Heating and Cooling, and I hereby release such parties from all liability for any damage that may result from furnishing such information.

I certify that answers given herein are true and complete to the best of my knowledge. In the event of employment, I understand that false or misleading information given on my application or interview may result in discharge.

In the event of employment with Jim's Heating and Cooling, I agree to comply with all company policies, procedures, and directives by management.

Signature

Date