



Employment Application

All Mechanical Service Company Inc.
 2521 Chase Road
 Shavertown, PA. 18708-9771
 Phone: 570-696-4806 Toll Free: 1-800-360-6979
 Fax: 570-696-1025 Web: allmechanical.com
 Email: info@allmechanical.com

Personal Information

<u>Last Name:</u>		<u>First Name:</u>		<u>Middle Initial:</u>	<u>Today's Date:</u>
<u>Other names by which you have been known (for date verification and reference purposes):</u>				<u>Social Security Number:</u>	
<u>Home Phone Number:</u>	<u>Business Phone Number:</u>	<u>Cell Phone Number:</u>	<u>E-Mail Address:</u>		
<u>Permanent Address:</u>			<u>City:</u>	<u>State:</u>	<u>ZIP Code + 4 :</u>
<u>Previous address (if at current address less than 5 years):</u>				<u>Drivers License Number / State</u>	

Are you a United States Citizen? Yes No

If you are not a citizen of the United States and are eligible to work in this Country, would you be able to provide the necessary documents of proof of the legal right to work in the United States upon hire? Yes No

Are you under 18? Yes No If you are under 18 and still in high school, you will be required to provide working papers upon hire.

Have you ever been convicted of a felony? Yes No
 If Yes, give date, place, offense and outcome (previous convictions do not necessarily disqualify any applicant from employment.)

How were you referred to All Mechanical?
 Advertisement (specify publication below) Agency or Web Employment Service (specify below) allmechanical.com
 Employee Referral (specify below) Self Other (specify below)

Name of Referral Source: _____

Employment Interest

<u>Position Desired</u>	<u>Salary Desired</u>	<u>Date Available</u>

Education and Training

<u>Name of High School, Technical School, or College</u>	<u>City, State</u>	<u>Major</u>	<u>Degree</u>	<u>Month/Year of Degree</u>

Personal References

Please list three Personal References

<u>Name</u>	<u>Email Address</u>	<u>Phone</u>	<u>Relationship</u>

Employment History (Please list most recent employer first.)			
<u>Company Name</u>		<u>Street Address</u>	
<u>City</u>	<u>State</u>	<u>ZIP Code</u>	<u>May we contact employer?</u> <input type="checkbox"/> Yes <input type="checkbox"/> No
<u>Starting Job Title</u>		<u>Final Job Title</u>	
<u>Supervisor's Name and Title</u>		<u>Phone Number</u>	
<u>Reason for Leaving</u>		<u>From (month & year)</u>	<u>To (month & year)</u>
<u>Job Duties</u>		<u>Starting Rate of Pay (\$)</u>	<u>Ending Rate of Pay (\$)</u>

<u>Company Name</u>		<u>Street Address</u>	
<u>City</u>	<u>State</u>	<u>ZIP Code</u>	<u>May we contact employer?</u> <input type="checkbox"/> Yes <input type="checkbox"/> No
<u>Starting Job Title</u>		<u>Final Job Title</u>	
<u>Supervisor's Name and Title</u>		<u>Phone Number</u>	
<u>Reason for Leaving</u>		<u>From (month & year)</u>	<u>To (month & year)</u>
<u>Job Duties</u>		<u>Starting Rate of Pay (\$)</u>	<u>Ending Rate of Pay (\$)</u>

<u>Company Name</u>		<u>Street Address</u>	
<u>City</u>	<u>State</u>	<u>ZIP Code</u>	<u>May we contact employer?</u> <input type="checkbox"/> Yes <input type="checkbox"/> No
<u>Starting Job Title</u>		<u>Final Job Title</u>	
<u>Supervisor's Name and Title</u>		<u>Phone Number</u>	
<u>Reason for Leaving</u>		<u>From (month & year)</u>	<u>To (month & year)</u>
<u>Job Duties</u>		<u>Starting Rate of Pay (\$)</u>	<u>Ending Rate of Pay (\$)</u>

Read Carefully and Sign

I certify that the information contained in this application is correct to the best of my knowledge, and I understand that any misstatement or omission of information is grounds for ending the hiring process or dismissal. I authorize verification of information provided on this application; and authorize the references listed above to give you all pertinent information concerning my previous employment

Signature: _____ Date: _____



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Authorization for Background Investigation

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DISCLOSURE AND AUTHORIZATION FOR BACKGROUND INVESTIGATION

I hereby authorize All Mechanical Service Company Incorporated ("Company") and/or any entity directed by Company to obtain an investigative consumer report and/or consumer credit report for employment purposes, including in connection with application for employment. An "investigative consumer report" includes any information as to your character, general reputation, personal characteristics, or mode of living. A "consumer credit report" includes any information regarding your credit worthiness, credit standing, and credit capacity. The specific nature and scope of the investigative consumer Report Company is seeking includes inquiries regarding educational background; work history; personal financial status and credit history; court records, including criminal conviction record, as permitted by law; driving history; verifications of Social Security number; and references obtained from professional and personal associates. I further understand and agree that an investigative consumer report and /or consumer credit report may be obtained at any time, and any number of times, as Company in its sole discretion determines is necessary before, during or after my employment.

I hereby authorize all previous employers, educational institutions, consumer reporting agencies and other persons or entities having information about me to provide such information to Company or other entity that obtains information for Company. I further fully release Company, its employees, officers, directors, agents, successors and assigns, and all other parties involved in this background investigation, including but not limited to investigators, credit agencies and those companies or individuals who provide information to Company concerning me, from any claims or actions for any liability whatsoever related to the process or results of the background investigation.

I understand that an offer of employment is contingent upon the outcome of my background check, and that this Disclosure and Authorization is not an offer for employment by Company or a contract for employment with Company.

Dated: _____

(Applicant Signature)

(Print Name)