



Please print or type. Complete all questions and sign on page 5. **“SEE RESUME” is not a sufficient response to any question.**

Last Name		First	Middle	Date of Application
Street Address				Home Telephone
City, State, Zip Code				Work Telephone
Driver's License Number	State	Expiration Date	Date of Birth	
Position Desired	Date Available	Salary Desired	Social Security Number	
Type of Employment Desired <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary			Are you legally eligible for employment in this country? <input type="checkbox"/> Yes <input type="checkbox"/> No Proof of U.S. citizenship or immigration status will be required upon employment.	

EDUCATION

Level	Name and Location of School	Diploma or Degree (Credits Earned if No Degree)	Attendance Dates		Major
			From Mo/Yr	To Mo/Yr	
High School					
Business, Trade or Technical*					
College*					
Other*					

Summarize and other special skills or qualifications

EMPLOYMENT HISTORY

Please provide a COMPLETE employment history, even if a resume is submitted with this application. List ALL employers, assignments, or volunteer activities that are relevant to the job for which you are applying, starting with the most recent, including military employment.

(1) Present/Most Recent Employer	Telephone	Dates Employed		Summarize the nature of the work performed and job responsibilities.
		From Mo/Yr	To Mo/Yr	
Address				
Job Title		Hourly Rate/Salary		
		Starting		
Immediate Supervisor and Title		\$	per	
Type of Employment <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary <input type="checkbox"/> Other		Hourly Rate/Salary		
		Final		
Reason for leaving or why you are considering leaving?		\$	per	
If currently employed, may we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No				



EMPLOYMENT HISTORY CONT.									
(2) Next Previous Employer		Telephone		<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">Dates Employed</th> </tr> <tr> <td style="width: 50%; text-align: center;">From Mo/Yr</td> <td style="width: 50%; text-align: center;">To Mo/Yr</td> </tr> </table>	Dates Employed		From Mo/Yr	To Mo/Yr	Summarize the nature of the work performed and job responsibilities.
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Address									
Job Title		Hourly Rate/Salary							
		Starting							
Immediate Supervisor and Title		\$	per						
Type of Employment <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary <input type="checkbox"/> Other		Hourly Rate							
		Final							
Reason for leaving?		\$	per						
(3) Next Previous Employer		Telephone		<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">Dates Employed</th> </tr> <tr> <td style="width: 50%; text-align: center;">From Mo/Yr</td> <td style="width: 50%; text-align: center;">To Mo/Yr</td> </tr> </table>	Dates Employed		From Mo/Yr	To Mo/Yr	Summarize the nature of the work performed and job responsibilities.
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Address									
Job Title		Hourly Rate/Salary							
		Starting							
Immediate Supervisor and Title		\$	per						
Type of Employment <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary <input type="checkbox"/> Other		Hourly Rate							
		Final							
Reason for leaving?		\$	per						
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From Mo/Yr	To Mo/Yr								
Address									
Job Title		Hourly Rate/Salary							
		Starting							
Immediate Supervisor and Title		\$	per						
Type of Employment <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary <input type="checkbox"/> Other		Hourly Rate							
		Final							
Reason for leaving?		\$	per						
COMMENTS (including explanation of any gaps in employment):									



REFERENCES

List three business/work references that are **NOT** related to you.

Name	Telephone	Years Known	In what capacity did this person observe you or your work?

PROFESSIONAL LICENSES

List any professional license(s) that are related to the position for which you are applying and list state(s) in which licensed:

OTHER INFORMATION

Have you ever been convicted of, or are you now under charges for, any misdemeanor or felony offense (A yes response will not necessarily disqualify you from employment.) Yes No
If checked yes, please explain below.

Have you ever applied for a job with Waters Mechanical, Inc. before? Yes No
If yes, when?

PLEASE REVIEW APPLICATION CAREFULLY. WE WILL NOT CONSIDER THIS APPLICATION IF NOT COMPLETED IN FULL. PLEASE READ THE FOLLOWING AND SIGN THE APPLICATION IN THE SPACES PROVIDED BELOW. IF YOU HAVE ANY QUESTIONS, PLEASE SPEAK WITH THE HUMAN RESOURCES REPRESENTATIVE BEFORE SIGNING.

I understand that employment by Waters Mechanical, Inc. is “at will.” This means that the employment relationship can be ended by me or by Waters Mechanical, Inc. at any time for any reason with or without advanced notice and with or without cause. It also means that Waters Mechanical, Inc. may revise and make exceptions to its policies, practices, handbooks, manuals, rules, procedures, and regulations, in whole or in part, at any time. I further understand that acceptance of an offer of employment does not create a contractual obligation upon Waters Mechanical, Inc. to continue to employ me in the future or for any specific term.

If employed by Waters Mechanical, Inc., I agree to comply with all safety and health rules, company policies and procedures, and local, state, and federal laws pertaining to my employment. Although management makes every effort to accommodate individual preferences, organizational needs may make the following conditions mandatory: overtime, rotating work schedule, or a work schedule other than Monday through Friday or normal business hours. I understand and accept these as conditions of my employment should I be hired.

I have reviewed this application carefully and I hereby affirm that my statements and answers to all questions on this application are true and correct and that I have not knowingly withheld any fact or circumstance that, if disclosed, would affect my application unfavorably. I understand that any misstatement or omission of fact on this application may result in my application not being considered, and, if employed, may result in my immediate dismissal.

I HAVE READ AND AGREE TO THE ABOVE TERMS AND CONDITIONS:

Signature of Applicant _____

Date _____



WATERS
MECHANICAL
COMMITMENT TO QUALITY

Employment Application

INVESTIGATION AUTHORIZATION

By signing below, I hereby authorize Waters Mechanical, Inc. to conduct an investigative report and/or reference check concerning all statements contained in my application for employment; to interview all employers, references, and other individuals and institutions to obtain information and opinions about me; and to conduct any other investigation that it deems appropriate. Such investigation may include but is not limited to my education, employment history (except my current employer if I have so indicated above), character, general reputation, driving record, and criminal record. In the event that I am employed by Waters Mechanical, Inc., I hereby authorize Waters Mechanical, Inc. to answer any inquires regarding my employment, conduct, qualifications, and reasons for leaving.

In exchange for being considered for employment, I hereby release Waters Mechanical, Inc., its employees, and agents, as well as any law enforcement agency, current or former employer, educational institution, or any other individual providing information about me to Waters Mechanical, Inc., from any liability arising from disclosure of such information that is obtained during said investigation.

Signature of Applicant

Date