

Application for Employment



Phoenix Fabricators and Erectors, Inc. is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.

Instructions: Complete all necessary information. You may be asked to provide additional information on another form. This application will be kept on file. It is to your advantage to periodically check to keep it current and active. Be sure to sign and date the application. **Please print.**

PERSONAL

Name _____
Last First Middle

Address _____
Number & Street City State Zip

Home Phone _____ Cell Phone _____

Position Sought _____ Shift Preferred 1 2 3 Any

Date Available _____ Full Time: Yes No Part Time: Yes No

Social Security Number _____

Are you at least 18 years or older? Yes No

Are you legally eligible for employment in the United States? Yes No (If offered employment, you will be required to provide documentation to verify eligibility.)

Have you ever worked for the Company before? Yes No

If yes, where? _____ Approximate Date: _____

For Office Use Only

Applicant # _____
Employee # _____
Hire Date _____
Position _____
Rate _____

Attachments:

- Resume
- Applicant Reference Check
- Applicant Interview
- Payroll Change Notice
- Employee DataCard

Notes: _____

PERSONAL (continued)

During the last ten years, have you ever been convicted of a crime other than a minor traffic offense? (A conviction will not necessarily automatically disqualify you for employment. Rather, such factors as age, date of conviction, seriousness and nature of the crime, and rehabilitation will be considered.) Yes No

If yes, please provide details (dates and location for all convictions):

EDUCATION

High School: Number of years completed (circle one) 1 2 3 4
 Diploma: Yes No G.E.D.: Yes No

College and/or vocational school: Number of years completed (circle one) 1 2 3 4

Major _____ Degree(s) earned _____

Other training or degrees:

School(s) _____ City/State _____

Course _____ Degree/Certificate earned _____

EMPLOYMENT HISTORY

Include your last seven (7) years of employment history, including periods of unemployment, starting with the most recent and working backwards in time.

From	To	Employer Name	Telephone ()
Job Title		Address	
Immediate supervisor. and title		Summarize the nature of work performed and job responsibilities	
Hourly Rate/Salary		Reason for Leaving	

EMPLOYMENT HISTORY (continued)

From	To	Employer	Telephone ()
Job Title		Address	
Immediate supervisor and title		Summarize the nature of work performed and job responsibilities	
Hourly Rate/Salary		Reason for Leaving	
From	To	Employer	Telephone ()
Job Title		Address	
Immediate supervisor and title		Summarize the nature of work performed and job responsibilities	
Hourly Rate/Salary		Reason for Leaving	
From	To	Employer Name	Telephone ()
Job Title		Address	
Immediate supervisor and title		Summarize the nature of work performed and job responsibilities	
Hourly Rate/Salary		Reason for Leaving	
From	To	Employer	Telephone ()
Job Title		Address	
Immediate supervisor and title		Summarize the nature of work performed and job responsibilities	
Hourly Rate/Salary		Reason for Leaving	

REFERENCES

Provide the names of three persons not related to you, whom you have known at least three (3) years.

Name	Address, Phone, Email	Relationship	Years Acquainted
1			
2			
3			

APPLICANT'S CERTIFICATION AND AGREEMENT

Please read carefully before signing.

I certify that all answers given by me are true, accurate and complete. I understand that the falsification, misrepresentation or omission of fact on this application (or any other accompanying or required documents) will be cause for denial of employment or immediate termination of employment, regardless of when or how discovered.

It is the policy of the company to afford equal opportunity to all employees and applicants for employment without regard to age, race, religion, color, sex, national origin, marital status, expunged juvenile records, or pregnancy, and to afford equal opportunities to disabled veterans, veterans of the Vietnam era, and individuals with a disability, any and other characteristic protected by Federal, State or Local law.

If hired, I agree to abide by all of the company rules and regulations, and understand that, if employed, my employment may be terminated with or without cause, and with or without notice, at any time, at the option of either the company or me. I further understand that no representation, whether oral or written by any representative or agent of the Company, at any time, can constitute a contract of employment.

I acknowledge that I have read and understand the above statements.

Signature of Applicant

Date