



# Application for Employment

We are an equal opportunity employer, dedicated to a policy on non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religious persuasion, marital status, political belief, or disability that does not prohibit performance of essential job functions.

**Position Applying for:** \_\_\_\_\_ **Date:** \_\_\_\_\_

PERSONAL		
Please Print Using Ballpoint Pen		
Last Name, First Name, Middle		
Present Address: Street, City, State, Zip		Present Length of Residency
Home Phone:	Mobile Phone Number:	Email Address:

GENERAL INFORMATION
Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity (valid driver's license, birth certificate, Green Card, etc) within three days of being hired. Failure to submit such proof within the time shall result in immediate employment termination.
Is there any information we would need about your name or use of another name for us to be able to check your work record?
Do you have any relatives who are presently (or have formerly been) employed by Tram Electric, Inc?
How were you referred to Tram Electric, Inc?
Have you ever been convicted of a felony? ( ) Yes ( ) No. If yes, please explain:

EDUCATION HISTORY			
Education type of School	Name & Address of School	Years Completed	Degree/Diploma
High School			
College			
Technical Training			
Certifications			
Other			

**EMPLOYMENT RECORD**

Please include all employment for the last five years.

Employer		Name of last Supervisor	Employment dates	Pay or Salary
Address			From	Start
City			To	Final
State, Zip				
Phone		Your last job title		
Reason for leaving (be specific)				
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.				

Employer		Name of last Supervisor	Employment dates	Pay or Salary
Address			From	Start
City			To	Final
State, Zip				
Phone		Your last job title		
Reason for leaving (be specific)				
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.				

Employer		Name of last Supervisor	Employment dates	Pay or Salary
Address			From	Start
City			To	Final
State, Zip				
Phone		Your last job title		
Reason for leaving (be specific)				
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.				

NOTE: Use a separate sheet to list additional employers, if necessary. We will contact all of the employers listed on this application unless you specifically exclude them below. Please list any employers you do not want us to contact and your reasons for the exclusion:

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 (Employer's Name)

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 Reason

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 (Employer's Name)

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 Reason

**PROFESSIONAL REFERENCES**

Please do not include relatives or formers employers.

Name:	Years known:
Address:	Phone:
Occupation:	Mobile Phone:

Name:	Years known:
Address:	Phone:
Occupation:	Mobile Phone:

Name:	Years known:
Address:	Phone:
Occupation:	Mobile Phone:

**PERSONAL REFERENCES**

Please do not include relatives or formers employers.

Name:	Years known:
Address:	Phone:
Occupation:	Mobile Phone:

Name:	Years known:
Address:	Phone:
Occupation:	Mobile Phone:

Name:	Years known:
Address:	Phone:
Occupation:	Mobile Phone:

**WORK AVAILABILITY**

1)	If your application receives favorable consideration, when will you be available to begin work?	
2)	Do you have any objection to working overtime?	Yes ( )      No ( )
3)	Can you work overtime without prior notice?	Yes ( )      No ( )
4)	Can you work on Saturday?	Yes ( )      No ( )
5)	Can you work on Sunday?	Yes ( )      No ( )
6)	Can you travel if required by this position?	Yes ( )      No ( )

**SALARY / HOURLY RATE REQUIREMENTS**

If your application receives favorable consideration, what salary/hourly rate would you require?

\$ \_\_\_\_\_ per \_\_\_\_\_

**AUTHORIZATION**

I certify that the facts contained in this application (and accompanying resume if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation of this application is sufficient cause for refusal to hire or dismissal if I have been employed, no matter when discovered by the Company.

I understand that any employment is conditioned on a background check. I authorize the Company to thoroughly investigate all statements contained in my application or resume and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to the Company without giving me prior notice of such disclosure. In addition, I release the Company, any former employers and all references listed above from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be "at will" and without fixed terms, and may be terminated at any time, with or without cause and without prior notice, at the option of either myself or the Company. No promises regarding employment have been made to me and I understand that no such promise or guarantee is binding upon the Company unless made in writing.

If I am offered employment, I agree to submit to a medical examination and drug test before starting work. If employed I also agree to submit to a medical examination or drug test at any time deemed appropriate by the Company and as permitted by law. I consent to such examination and test, and I request that the examination doctor disclose to the Company the results of the examination, which results shall remain confidential and segregated from my personnel file. I understand that my employment or continued employment to the extent permitted by law, is contingent upon satisfactory medical examinations and drug test, and if I am hired, a condition of employment will be that I abide by the Company's Drug and Alcohol Policy.

I understand that filling out this form does not indicate there is a position open and does not obligate the Company to hire. If hired, I agree to abide by all the Company work rules, policies and procedures. The Company retains the right to revise its' policies or procedures, in whole or in part, at any time.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature