



Employment Application

ALTIMATE ELECTRIC INC., is an equal opportunity employer. We adhere to making all employment decisions without regard to race, color, religion, sex, national origin, age, disability, veteran status, marital status, citizenship, sexual orientation, physical appearance or any other protected classification which may be applicable under the law of the particular state or locality in which you are applying for employment. No question on this application is used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Equal access to employment, services, and programs is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the organization.

Personal Information			
Last Name:		First Name, MI:	Date of Application: / /
Address:		City/State/Zip:	
Telephone #:		Email Address:	
Can you submit proof of legal employment authorization and identity?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If you are under 18, can you furnish a work permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Can you travel if required by this position?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you ever been previously employed by our organization?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of a felony in the last 7 years? If yes, please explain (a conviction will not automatically bar employment):	<input type="checkbox"/> Yes <input type="checkbox"/> No	Can you work overtime if required for this position?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Position Information			
Position Desired:		Date Available to begin work:	/ /
Hours Desired:	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary	Salary Requirements:	
How or by whom were you referred to us?			

Employment History			
Employer:		Position Held:	
Address:		Telephone #:	
Supervisor Name and Title:		Dates of Employment:	/ / to / /
Job summary:			
Reason for Leaving:		Last Salary:	
Employer:		Position Held:	
Address:		Telephone #:	
Supervisor Name and Title:		Dates of Employment:	/ / to / /
Job summary:			
Reason for Leaving:		Last Salary:	

Employer:		Position Held:	
Address:		Telephone #:	
Supervisor Name and Title:		Dates of Employment:	____/____/____ to ____/____/____
Job summary:			
Reason for Leaving:		Last Salary:	

Education History List school name and location, years completed, course of study, and any degrees earned:	
High School:	
College:	
Technical/Trade:	
Other:	

Other Skills and Qualifications Summarize any job-related training, skills, licenses, certificates, and/or other qualifications:	

Professional References For three references, list names, telephone numbers, and years known (do not include relatives):	

I hereby authorize ALTIMATE ELECTRIC, INC. to contact, obtain, and verify the accuracy of information contained in this application from all-previous employers, educational institutions, and references. I also hereby release from liability ALTIMATE ELECTRIC, INC. and its representatives for seeking, gathering, and using such information to make employment decisions and all other persons or organizations for providing such information.

I understand that any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered.

If I am employed, I acknowledge that there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either ALTIMATE ELECTRIC, INC. or I can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

I understand that it is the policy of ALTIMATE ELECTRIC, INC. not to refuse to hire or otherwise discriminate against a qualified individual with a disability because of that persons need for a reasonable accommodation as required by the ADA.

I also understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

I represent and warrant that I have read and fully understand the foregoing, and that I seek employment under these conditions.

Applicant signature: _____ Date: _____

Under Maryland law, an employer may not require or demand as a condition of employment, prospective employment, or continued employment, that an individual submit to or take a lie detector or similar test. An employer who violates this law is guilty of a misdemeanor and subject to a fine not exceeding \$100.00.

I represent and warrant that I have read and fully understand the foregoing.

Applicant signature: _____ Date: _____