



# APPLICATION FOR EMPLOYMENT

AN EQUAL OPPORTUNITY EMPLOYER • INCOMPLETE INFORMATION  
COULD DISQUALIFY YOU FROM FURTHER CONSIDERATION.

## PLUMBING & HEATING

Name \_\_\_\_\_ Date \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone No. (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ E-Mail Address \_\_\_\_\_  
 Position Applied For \_\_\_\_\_ Desired Salary \$ \_\_\_\_\_  
 Are you at least 18 years of age? Yes / No Do you hold a valid driver's license? Yes / No

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

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

Have you ever been terminated from employment or asked to resign by an employer? Yes / No  
 If yes, please provide company names and details \_\_\_\_\_  
 \_\_\_\_\_

Do you have a legal right to work in the United States? Yes / No *(Proof of identity & eligibility for employment is necessary)*

<b>REFERRAL SOURCE - HOW DID YOU HEAR ABOUT US?</b>			
Walk-In	Newspaper/Print Ad	Referral: _____	Radio
		Website _____	Billboard _____
		Other: _____	

**SKILLS AND QUALIFICATIONS**  
 Summarize any training, skills, licenses, and/or certificates that may qualify you for an applicable job.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

School Name	Location	Number Of Years	Diploma/Degree
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High School: \_\_\_\_\_  
 College: \_\_\_\_\_  
 Trade, Business, Other: \_\_\_\_\_

**EMPLOYMENT HISTORY** *(Provide the following information on positions, assignments, and/or jobs, starting with the most recent)*

Company \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
 Address \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Job Title \_\_\_\_\_ Start Salary \$ \_\_\_\_\_ End Salary \$ \_\_\_\_\_  
 Responsibilities \_\_\_\_\_  
 From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_  
 May we contact your previous supervisor for a reference? Yes / No

**EMPLOYMENT HISTORY Continued**

Company \_\_\_\_\_ Phone (     ) \_\_\_\_\_ - \_\_\_\_\_

Address \_\_\_\_\_ Supervisor \_\_\_\_\_

Job Title \_\_\_\_\_ Start Salary \$ \_\_\_\_\_ End Salary \$ \_\_\_\_\_

Responsibilities \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

May we contact your previous supervisor for a reference? Yes / No

Company \_\_\_\_\_ Phone (     ) \_\_\_\_\_ - \_\_\_\_\_

Address \_\_\_\_\_ Supervisor \_\_\_\_\_

Job Title \_\_\_\_\_ Start Salary \$ \_\_\_\_\_ End Salary \$ \_\_\_\_\_

Responsibilities \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

May we contact your previous supervisor for a reference? Yes / No

**REFERENCES**

Full Name \_\_\_\_\_ Relationship \_\_\_\_\_

Company \_\_\_\_\_ Phone (     ) \_\_\_\_\_ - \_\_\_\_\_

Address \_\_\_\_\_

Full Name \_\_\_\_\_ Relationship \_\_\_\_\_

Company \_\_\_\_\_ Phone (     ) \_\_\_\_\_ - \_\_\_\_\_

Address \_\_\_\_\_

Full Name \_\_\_\_\_ Relationship \_\_\_\_\_

Company \_\_\_\_\_ Phone (     ) \_\_\_\_\_ - \_\_\_\_\_

Address \_\_\_\_\_

**Disclaimer & Signature**

Kozon Plumbing & Heating is an equal opportunity employer. Kozon Plumbing & Heating does not discriminate in employment on account of race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for Kozon Plumbing & Heating to hire me. If I am hired, I understand that either Kozon Plumbing & Heating or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of Kozon Plumbing & Heating has the authority to make any assurance to the contrary.

I attest with my signature below that I have given to Kozon Plumbing & Heating true and complete information on this application. No requested information has been concealed. I authorize Kozon Plumbing & Heating to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_