

MICHIGAN BUILDING & MECHANICAL Inc.

HEATING * AIR CONDITIONING * REFRIGERATION * BUILDING

Application for Employment

Date _____ Social Security _____ - _____ - _____
Drivers License _____ - _____ - _____ State of _____
Name _____
First MI Last
Present Address _____
Street City State Zip
Phone Number to reach you _____ Were You Referred ____ Yes ____ No
If Yes By Whom _____

Employment Desired

____ Installations ____ Technical Service ____ Office Other _____
Date You Can Start _____ Are You Employed Now _____ Since _____
May We Inquire Of Your Present Employer _____ Have You Ever Applied To This Company Before _____
If Yes When and Where _____

Personal Qualities

What qualifications and personal qualities do you possess that you feel might make you a good employee and or good worker?

FACSIMILE: 616-724-2551

INTERNET: <http://mbmi.com>

BYRON CENTER
3360 84TH ST SW
BYRON CENTER, MI 49315
616-724-2550

Employment Application Continued

Former Employers List below at Least Three Employers, Start With The Last One First.

Date
Month/Year Name of Employer Salary Position Reason For Leaving

From
To _____

From
To _____

From
To _____

Education

Name Of School Last Year Completed Did you Graduate Subjects Studied

Grammar

High School

College

Trade

Subjects of Special Study _____

References

**Below List Reference names addresses and Phone Numbers of Three Persons Not Related to You,
Whom You Have Known At Least One Year.**

Name Address Yrs. Acquainted Contact Phone Number

Building &
Mechanical, Inc

Employment Application Continued

Have you ever been convicted of Felony? Yes _____ No _____ Comment: _____

Would you be willing to submit to a drug screen test? Yes _____ No _____ Comment: _____

Do you have reliable transportation to and from job site if necessary. Yes _____ No _____ Comment: _____

This job may require that you drive a company vehicle to job site(s). Do you have a valid drivers license for the State of Michigan.

Yes _____ No _____ Expires _____ Comment: _____

This job will require that you have your own hand tools and battery drill. Do you have HVAC related tools in proper working order.

Yes _____ No _____ Comment: _____

In Case Of Emergency Whom Should We Notify:

Name	Day Phone	Night Phone
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I authorize the investigation of all data/statements contained in this application. I understand that misrepresentation or omission of facts called for herein is cause for dismissal. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages or salary, be terminated at anytime without previous notice.

Signature _____ Date _____

Office Only Use Below This Line

Interviewed By _____ Date _____

Remarks _____

Date Hired _____ Position _____ Starting Salary _____