



# ROMAR ELEVATORS

## APPLICATION FOR EMPLOYMENT

To Applicant: We appreciate your interest in Romar Elevators. A record of your work history will aid in considering you for a position. A resume may be attached but does not substitute for any portion of this application. If a section does not apply, enter N/A. All persons who are hired must, by law, present acceptable evidence of their eligibility to work in the United States.

### PERSONAL INFORMATION

Name			Social Security #		Date
Last	First	Middle			
Present Address			City	State	Zip
Permanent Address			City	State	Zip
Phone Number(s): Home		Cell			
Are you legally eligible for employment in the U.S.A.? <input type="checkbox"/> YES <input type="checkbox"/> NO					
Are you 18 years of age or older? <input type="checkbox"/> YES <input type="checkbox"/> NO      If no, can you furnish working papers if hired? <input type="checkbox"/> YES <input type="checkbox"/> NO					

### EMPLOYMENT DESIRED

Position applied for: \_\_\_\_\_

Salary Desired \_\_\_\_\_

Would you work  Full Time  Part Time      Specify days and hours if part time \_\_\_\_\_

If your application is considered favorably, what date will you be available for work? \_\_\_\_\_

List any skills or qualifications, which you feel, would especially fit you for work with our organization?

\_\_\_\_\_

\_\_\_\_\_

### EDUCATION

High School	Date Graduated
College	Date Graduated
College Degree	Major
List other Schools attended with completion dates	
_____	
_____	

### PROFESSIONAL CREDENTIALS

List all credentials and licenses held with date issued and certificate number

License	Issue Date	Certificate Number

### EMPLOYMENT HISTORY

(List all present and past employment starting with the most recent. Indicate which employers you do not want us to contact for references)

Employer	Dates of Employment
Address	Supervisor
Position	Reason for leaving

Employer	Dates of Employment
Address	Supervisor
Position	Reason for leaving

Employer	Dates of Employment
Address	Supervisor
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PERSONAL REFERENCES

Name	Phone Number
Name	Phone Number
Name	Phone Number

OFFICE SKILLS

List all office and computer skills. Note typing speed and all software programs you are skilled in using.

Have you ever been convicted of or charged for a crime and the record not been sealed or expunged by the courts (excluding minor traffic violations)?  YES  NO If yes, provide information.

PLEASE READ AND SIGN

I certify that all of the information herein is true and correct. I understand and agree that if employed, false, misleading or incorrect statements or material omissions on this application may be sufficient cause for termination at any time and that the Romar Elevators shall not be liable in any respect if my employment is terminated. I acknowledge that employment with the Romar Elevators is "at will" and either the Romar Elevators or I may terminate the employment relationship at any time, with or without cause. I authorize the Romar Elevators or its agent(s) to investigate all information on this application. I further authorize Romar Elevators or its agent(s) to make investigative inquiries and obtain reports such as motor vehicle driving record, criminal background check, or any other inquiries or reports as Romar Elevators deems necessary.

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