



SHURTLEFF MECHANICAL

QUALITY AT ITS BEST

ShurtleffMechanical.com

Employment Application

Full completion of application is required; however, a resume and/or additional pages may be attached.

Today's Date	Position Applied For	Expected Salary	Date Available to Start
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Type of Employment Desired:	FULL-TIME	PART-TIME	TEMPORARY	SEASONAL
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WHO REFERRED YOU TO US?

Last Name	First Name	M.I.
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Address	City	State	Zip Code
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Home Phone	Cell/Business Phone	Email Address
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Have you ever plead guilty, no contest, or been convicted of a crime? Yes ____ No ____ If yes, please list details

Answering yes does not constitute an automatic rejection for employment. Date of offense, seriousness, nature of violation, and position applied for will be considered.

TECHNICIANS MUST PROVIDE A CURRENT DRIVING RECORD

Driver's License Number _____ State of Issue _____ Expiration Date _____

Have you had any accidents in the last three years? _____ How many? _____ Dates? _____

Have you had any moving violations in the last three years? _____ How many? _____ Dates? _____

EDUCATION

Depending on the position sought, you may be required to provide a copy of your college transcript and/or professional registration.

Name of High School/GED	Location	Graduation Date
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Name of Colleges/Technical Schools Attended	Location	Major/Minor	Graduation Date
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List Professional Licenses, Certifications, Volunteer Work, or Internships (Please include only work-related activities):

REFERENCES

Please furnish the name, address, and phone number of two people to whom you are not related and who has employed you

NAME: _____ PHONE: (____) _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

NAME: _____ PHONE: (____) _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

HUMAN RESOURCES:	Phone: 303.587.5144	www.shurtleffmechanical.com	PO BOX 55
	Fax: 303.655.1650	Email: jobs@shurtleffmechanical.com	Henderson, CO 80640

EMPLOYMENT HISTORY

Please provide an employment history for the past five years. A resume and/or additional information may be attached.

Current/Most Recent Employer	Address/City/State/Zip	
Most Recent Job Title	Type of Business	
From - To (Month and Year)	Ending Salary	Supervisor Name & Phone Number
Duties		
Reason for Leaving		
May we contact your present employer for a reference? <i>(Please Check One)</i> Yes _____ No _____		

Previous Employer	Address/City/State/Zip	
Most Recent Job Title	Type of Business	
From - To (Month and Year)	Ending Salary	Supervisor Name & Phone Number
Duties		
Reason for Leaving		

May we contact your previous employer for a reference? <i>(Please Check One)</i> Yes _____ No _____		
Previous Employer	Address/City/State/Zip	
Most Recent Job Title	Type of Business	
From - To (Month and Year)	Ending Salary	Supervisor Name & Phone Number
Duties		
Reason for Leaving		

May we contact your previous employer for a reference? <i>(Please Check One)</i> Yes _____ No _____		
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Successful candidates may be required to complete a pre-placement physical and a substance screen prior to employment. Background investigations may be done prior to employment. A valid Colorado driver's license and maintenance of a safe driving record may also be required. I hereby release and authorize Shurtleff Mechanical to make such investigations and inquiries of my personal, employment, educational, and other related matters as may be necessary for an employment decision.

I CERTIFY THAT ALL STATEMENTS MADE ARE TRUE AND THAT ANY MISSTATEMENTS OF MATERIAL FACTS MAY SUBJECT ME TO DISQUALIFICATION OR DISMISSAL.

SIGNATURE: _____ **DATE:** _____