



EMPLOYMENT APPLICATION

PERSONAL INFORMATION: (PLEASE PRINT CLEARLY)

Name: _____
(First) (Last) (Middle)

Street Address: _____

City: _____ State: _____ Zip: _____

Home #: _____ Cell #: _____ Driver's License #: _____ State: _____

SS#: _____ Email Address: _____

EMPLOYMENT DESIRED:

| | |
|---|---|
| <u>Position Applying for:</u> <u>Salary Desired:</u> | <u>Start Date:</u> |
| <u>Are you employed now?</u> | <u>May we contact your employer?</u> |
| <u>Ever applied to this company before?</u> | <u>If so, when?</u> |
| <u>Are you related to anyone employed at Cook Engineering, Inc.?</u> | <u>Were you referred by anyone?</u> |

Qualifications for the position applying for: _____

Do you have any training certifications? _____
(Include OSHA Certs, First Aid, and other qualified construction Certification if applicable)

Are you at least 18 years or older? ___Yes ___No

Do you have the ability, with or without reasonable accommodations, to perform the essential functions of the job for which you are applying? ___Yes ___No

If No, describe the functions that cannot be performed _____

What languages do you speak fluently? _____

CAPABILITY / RELIABILITY:

Will you abide by the safety rules of this company? ___Yes ___No

Have you ever been disciplined for violating company safety rules or regulations? ___Yes ___No

If Yes, please explain _____

Have you ever been fired, or asked to resign from a job? ___Yes ___No

If Yes, please explain _____

EDUCATION:

| Name & Address of High School | Circle Highest Grade Complete | Graduate? Please Circle | Courses Studied |
|-------------------------------|-------------------------------|-------------------------|-----------------|
| Name: | 9 10 11 12 | YES or NO | Diploma: |
| Address/Location: | | | |

| Name & Address of College | Enter Number of Years Completed | Graduate? Please Circle | |
|---------------------------|---------------------------------|-------------------------|----------|
| Name: | | YES or NO | Minor: |
| Address/Location: | | | Major: |
| | | | Diploma: |

| Name & Address of Trade School | Number of months attended | Graduate? Please Circle | |
|--------------------------------|---------------------------|-------------------------|--------------------------|
| Name: | _____ | YES or NO | Diploma or Certificates: |
| Address/Location: | | | |

WORK HISTORY:

(List names of employers in consecutive order with present or last employer listed first. . If self-employed, give firm name and supply business references)

| List Date Month & Year | Name & Address of Employer | Position | Reason for Leaving |
|------------------------|----------------------------|----------|--------------------|
| From: | Name: | | |
| To: | Address: | | |
| | Telephone #: | | |

Below describe duties performed, skills used/learned, advancements/promotions earned:

WORK HISTORY (Continued):

(List names of employers in consecutive order with present or last employer listed first. . If self-employed, give firm name and supply business references)

| List Date Month & Year | Name & Address of Employer | Position | Reason for Leaving |
|---------------------------|----------------------------|----------|--------------------|
| From: | Name: | | |
| To: | Address: | | |
| | Telephone #: | | |

Below describe duties performed, skills used/learned, advancements/promotions earned:

| List Date Month & Year | Name & Address of Employer | Position | Reason for Leaving |
|---------------------------|----------------------------|----------|--------------------|
| From: | Name: | | |
| To: | Address: | | |
| | Telephone #: | | |

Below describe duties performed, skills used/learned, advancements/promotions earned:

GIVE THREE REFERENCES, NOT RELATIVES OR FORMER EMPLOYERS

Name Address Phone Number

Name Address Phone Number

Name Address Phone Number

I certify that my answers to the foregoing questions are true and correct without any consequential omissions of any kind whatsoever. I understand that if I am employed, any false, misleading or otherwise incorrect statements made on this application form or during any interviews may be grounds for my immediate discharge.

I hereby authorize Cook General Engineering, Inc., to contact any company or individual it deems appropriate to investigate my employment history, character, qualifications and education and I give my full and complete consent to their revealing any and all information they wish as a result of this investigation.

I agree that, if I am employed, I will abide by all the rules and regulations of the Cook General Engineering., Inc. I also understand that my employment is at-will and may be terminated by myself or by the company at any time for any reason or no reason at all, with or without prior notice.

Applicant Signature _____

Date _____