

Application For Employment

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.

PLEASE PRINT

Name _____ Date of application ___/___/___
Last First Middle

Address _____
Street City State Zip

Telephone # () _____ Mobile/other _____

Referred by _____ Position applied for: _____

Date available for work ___/___/___ Desired salary \$ _____

Have you ever been employed here before? If yes, give dates & positions. _____ Yes No

Are you legally eligible for employment in this country? Yes No

Type of employment desired: Full-time Part-time Temporary Seasonal

Are you able to meet attendance requirements of the position? Yes No

Have you been convicted of a crime in the last seven (7) years?..... Yes No

If yes, please provide date(s) and details _____

Conviction will not necessarily be a bar to employment. Each instance and explanation will be considered in relation to the position for which you are applying.

Driver's license # if driving is an essential job function _____ State _____

Educational Background

Name & location	# of yrs completed	Did you graduate?	Subjects studied/degrees recvd.
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High School _____

College _____

Other _____

References: List three persons not related to you, whom you have known at least one year.

Name	Telephone	# of yrs. known
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Skills & Qualifications: Summarize any training, skills, licenses, and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying.

EMPLOYMENT HISTORY:

Provide the following information for your past four employers or assignments, starting with the most recent first.

From	To	Employer	Telephone #
Job title		Address	Hourly rate/salary
Supervisor & title		May we contact for a reference? Yes No	Telephone #
Reason for leaving			

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Job title		Address	Hourly rate/salary
Supervisor & title		May we contact for a reference? Yes No	Telephone #
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APPLICANT STATEMENT: I certify that all information I have provided in order to apply for and secure work with the employer is true, complete and correct.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (i) cancel further consideration of this application, or (ii) immediately discharge me from the employer's service, whenever it is discovered.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume' or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using such information in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law.

I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to reapply and fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied, oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant _____ **Date** _____

NAME: _____

ADDRESS: _____

DATE: _____

Rayco Electric, Inc.
603 18th Ave. W.
Bradenton, FL 34205

Dear Rayco Electric, Inc.:

I hereby authorize you to obtain Motor Vehicle Reports as part of the evaluation of my job application/employment. By signing this disclosure, I hereby authorize the Company to procure such reports about me from time to time, as it deems appropriate, to evaluate my insurability.

Sincerely,

Signature of Job Applicant

Electrician Helper (under 2 years experience)

Minimum tool list

1. __ Tool pouch and belt
2. __ Nail apron
3. __ Phillips screwdriver stubby
4. __ Phillips screwdriver small
5. __ Phillips screwdriver large
6. __ Regular screwdriver stubby
7. __ Regular screwdriver small
8. __ Regular screwdriver large
9. __ Side cutter (lineman pliers 9")
10. __ Dykes (diagonal cutters)
11. __ Needle nose pliers
12. __ Strippers
13. __ Razor knife
14. __ Utility pocket knife
15. __ Nut driver set 3/32 thru 1/2
16. __ Small cold chisel
17. __ Large cold chisel
18. __ Small wood chisel
19. __ Large wood chisels (1")
20. __ Hacksaw
21. __ Key hole saw
22. __ Small adjustable wrench
23. __ Hammer
24. __ Small channel locks (pump pliers)
25. __ Volt/OHM meter
26. __ Plug/GFI tester
27. __ Level (torpedo)
28. __ Tape measure-25ft minimum
29. __ Cordless drill
30. __ Flash Light
31. __ Tin snips
32. __ Large Allen wrench set
33. __ Tri-tap

Please check off the tools that you have.

Electrician (2 years + experience)

Minimum tool list

1. Tool pouch and belt
2. Nail apron
3. Phillips screwdriver stubby
4. Phillips screwdriver small
5. Phillips screwdriver large
6. Regular screwdriver stubby
7. Regular screwdriver small
8. Regular screwdriver large
9. Side cutter (lineman pliers 9")
10. Dykes (diagonal cutters)
11. Strippers
12. Razor knife
13. Utility pocket knife
14. Nut driver set 3/32 thru 1/2
15. Small cold chisel
16. Large cold chisel
17. Small wood chisel
18. Large wood chisels (1")
19. Hacksaw
20. Key hole saw
21. Small adjustable wrench
22. Large adjustable wrench
23. Hammer
24. Small channel locks (pump pliers)
25. Large channel locks (pump pliers)
26. Volt/OHM meter
27. Amp/probe meter
28. Plug/GFI tester
29. Level - torpedo
30. Level - 2 ft
31. Tape measure-25ft minimum
32. Tape measure - 100ft
33. Cordless drill/driver set
34. Tri-tap
35. Knock out cutter 1/2" thru 1 1/4"
36. Socket wrench set
37. Allen wrench set small (Hex)
38. Allen wrench set large (Hex)
39. Crimper pliers
40. Flash Light
41. Tin snips
42. Tool box
43. Punch down tool