



Application For Employment

American Refrigeration Supplies, Inc. is an equal opportunity employer and therefore prohibits job discrimination based upon race, religion, color, national origin, sex, age, disability or marital status.

To The Applicant —

A DRUG URINALYSIS TEST administered by our designated testing laboratory is a REQUIRED PART OF THE APPLICATION PROCESS. Email required.

Personal —

PLEASE PRINT CLEARLY

Date _____

Name _____
Last First Middle Initial

Present Address _____
No. Street City State ZIP

Telephone # (_____) _____ Home Email: _____

Position(s) Applied For

1. _____ Rate of pay expected \$ _____ per _____

2. _____ Rate of pay expected \$ _____ per _____

How did you learn of this opening? _____

Type of work? Full-time or Part-time. Specify days and hours if part-time _____

Have you worked for us before? Yes No If yes, when? _____

If hired, on what date will you be available to start work? _____

Please indicate all the documents below that you possess in original format for the purpose of proving identity and citizenship.

- Drivers License or ID card issued by a state that includes a photograph
- ID card issued by the federal government that includes a photograph
- U.S. Social Security card issued by the Social Security Administration.
- Original or certified copy of birth certificate issued by a state, county, or municipality.
- U.S. Passport (unexpired or expired).
- Permanent Resident Card or Alien Registration Receipt Card (Form I-551).

If none, please explain on the last page of this application.

Are you 21 years of age or over? Yes No
If you are UNDER 21 years of age, give date of birth _____

If you are applying for a position which may require you to drive on company business, have you had any driving citations or accidents within the last 5 years? Yes No *If yes, please explain on the last page of this application.*

Have you ever been convicted of a felony? Yes No *If yes, please explain on the last page of this application.*

Employment History —

(LIST IN ORDER, LAST OR PRESENT EMPLOYER FIRST)

| Dates | | Employer's Name & Address | Salary | |
|------------------------------------|-----------|---------------------------|--------------|---------------|
| <i>From</i> | <i>To</i> | | <i>Start</i> | <i>Finish</i> |
| | | | | |
| Supervisor's Name, Title & Phone # | | | | |
| Title or Position Held | | | | |
| Reason For Leaving | | | | |
| Describe Your Job Duties | | | | |

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|------------------------------------|-----------|---------------------------|--------------|---------------|
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| | | | | |
| Supervisor's Name, Title & Phone # | | | | |
| Title or Position Held | | | | |
| Reason For Leaving | | | | |
| Describe Your Job Duties | | | | |

Educational Background —

| Name and Address of School | Special Course of Study | Number of Years Completed | Did You Graduate? | List Diploma or Degree |
|---|-------------------------|---------------------------|------------------------------|------------------------|
| High School — | | | | |
| | | | <input type="checkbox"/> Yes | |
| | | | <input type="checkbox"/> No | |
| College — | | | | |
| | | | <input type="checkbox"/> Yes | |
| | | | <input type="checkbox"/> No | |
| Post Graduate or Other (Specify) — | | | | |
| | | | <input type="checkbox"/> Yes | |
| | | | <input type="checkbox"/> No | |

Other —

In the following space, please provide us with any additional information which you believe will assist us in evaluating your skills and qualifications for placement in the proper position in our company.

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that if employed, falsified statements on this application shall be considered sufficient cause for dismissal. You are authorized to investigate and verify any information provided.

Signature of Applicant _____ Date _____

— For Office Use Only —

Interviewed By _____ Date _____

_____ Date _____

Outcome or Status _____

