

Electric Services, Inc. verifies **ALL** social security numbers and alien numbers with the Department of Immigration. Please have documentation ready for review upon hiring. Thank You.

Electric Services, Inc.

Application for Employment



Electric Services, Inc. is a **drug free workplace**. If you are offered a position with our company, you will be **required to submit to drug testing**.

ANY positive test results will result in immediate dismissal from employment.

If you have taken any illegal drugs in the past six months, **please do not apply**.

NAME: _____

ELECTRIC SERVICES, INC.
INDUSTRIAL & COMMERCIAL ELECTRICAL CONTRACTORS ENGINEERS
EC0001415, CA9435
1746 U.S. Hwy 441, Leesburg, Florida 34748
TELEPHONE (352) 787-1322 / FAX (352) 787-7871
www.electric-services.com

Electric Services, Inc.
EMPLOYEE BENEFITS

The following are benefits that Electric Services, Inc. currently offers. These benefits, at the sole discretion of management, may change from time to time.

- **Paid Holidays** – New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas (Not applicable when holiday falls on a weekend)
- **Vacation Pay** – 1 year = 1 week
2-9 years = 2 weeks
10-14 years = 3 weeks
15 years or more = 4 weeks
- **40 1(k) Retirement Plan**
- **Job Bonus Plan**
- **Health Insurance** – ESI pays a portion of Employee Coverage
- **Life Insurance** – ESI provides a \$10,000.00 Policy



PRE-EMPLOYMENT AGREEMENT

Please Read Carefully.

I understand that **Electric Services, Inc.** is a “Drug Free Workplace” and as such requires that all applicants must submit to a drug screen as a condition of employment. I further understand that any offer of employment by the company is contingent upon passing the drug screen.

If I receive an offer of employment, I will be given a copy of the company’s drug and alcohol abuse policy and will be asked to complete all necessary drug and alcohol testing forms at that time.

I hereby freely and voluntarily agree to submit to drug testing and I understand that refusal to submit to the testing or failure to qualify according to the minimum standards established by Electric Services, Inc. for this testing will cause my immediate dismissal. I also agree to retake the test if the specimen level is too low for an accurate screening.

Applicants Name (Printed)

Applicants Signature

Date

Application for Employment

PLEASE READ THIS APPLICATION THOROUGHLY AND COMPLETE IT HONESTLY.
ELECTRIC SERVICES, INC. PERFORMS A DETAILED BACKGROUND
INVESTIGATION ON CONDITIONALLY HIRED EMPLOYEES.

IMPORTANT NOTICE: If you need assistance in completing this application, please contact the office. Applicants should be extremely careful as they complete this application. Electric Services, Inc. utilizes a sophisticated and detailed background and post-employment investigation process. This process frequently discloses inaccurate, false and/or incomplete or omitted information. Should this process determine any inaccurate or incomplete information, it will result in termination of employment if the inaccuracies are discovered. Accordingly, Electric Services strongly suggests that you NOT complete this application until you have the time and accurate information to do so. **Electric Services is an equal opportunity employer and will not discriminate against any employee or applicant for employment in any manner prohibited by law. If you feel you have been unfairly treated or discriminated against for any reason, please call this to the attention of the administrative office so that we may address your concerns.**

By signing this application, I represent that the information provided in this form is given voluntarily and may be used in filing reports required by state and federal governments and agencies and for any other purpose not prohibited by law. Electric Services requires all individuals who successfully completed the initial employment screening process to submit to a drug screening program, which may include the taking of blood and/or urine samples, and reserves the right to require that all employees submit to a drug and alcohol testing during the course of their employment. The result of such screening will be initially disclosed to decision makers for Electric Services for purposes related to employment. By signing this application, I agree to the foregoing and further agree to hold Electric Services harmless for any claims resulting from such screening for drug and /or alcohol use.

NOTE: All applicants will be required to furnish proof of identity and legal work authorization to be considered for employment.

EMPLOYMENT INFORMATION

1. Position Applied For and Desired Salary _____

\$ _____

Type of employment desired? _____ Full Time _____ Part Time _____ Temporary

PERSONAL DATA

2. Applicant's Full Name _____

List any names you currently use or have used at any time, including any nicknames, aliases, stage names, or any other names.

Name	Date	Type, i.e. nickname

3. Street Address _____
City/State/Zip Code _____

4. Home Telephone Number _____

Cell Phone Number _____

Email Address _____

When is the best time to contact you at work? _____

At home? _____

5. Social Security Number _____

BACKGROUND DATA

6. Have you ever been convicted of a crime, had an adjudication of a crime withheld, or pled nolo contendere to a crime? _____ Yes* _____ No. If yes, please state the circumstances with regard to each. (Please ask for additional paper if you need more space.) _____

*NOTE: Answering "Yes" may not necessarily disqualify you from the position desired. Each action and explanation will be weighed/considered in relationship to the position for which you are applying.

EMPLOYMENT HISTORY

7. Please list, beginning with your most recent employment (starting with your current employer), any and all prior work experience which you have had during the past 10 years. Be sure to account for any periods of unemployment. Please request additional pages as necessary.

Dates (Mo. And Yr.)	Employer and Phone No.	Address
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10. If employed by us, will you continue to receive other compensation of any kind from any other employer or entity for services concurrently performed on behalf of that employer or entity?
_____Yes _____No

11. Please describe any other experience, abilities, skills or credentials which you feel add to your qualifications for the position sought with us.

ADDITIONAL INFORMATION

12. State the number of times you were absent from work during the last 12 months _____

13. Please explain, in your own words, why you want to work at Electric Services, in what position(s), and any other information you feel should be considered in connection with your employment application (please ask for additional paper if needed).

I UNDERSTAND that this application will only be considered “active” for 30 calendar days from the date of application. If I have not obtained employment with Electric Services within 30 days, but remain interested in obtaining employment with Electric Services, I understand that I must notify Electric Services in writing of my desire for my application to be considered for an additional 30 days.

I UNDERSTAND that if a conditional offer of employment is made to me, all statements made by me in connection with my application for employment may be checked by Electric Services. I authorize Electric Services to contact my prior employers, including each of those employers listed in paragraph no. 7, and other sources of information, regarding my background, and I hereby authorize and direct each such employer and source of information to answer any and all questions regarding my prior employment and background.

I UNDERSTAND that if a conditional offer of hire is made to me by Electric Services, Electric Services will perform a background investigation pursuant to the separate Disclosure Authorization for Release of Information signed by me. This investigation may result in the preparation of an investigative consumer report which would include information as to the applicant’s character, general reputation, personal characteristics and mode of living. I understand I may submit a written request to Electric Services for a complete and accurate disclosure of the nature and scope of the requested investigation.

IF EMPLOYED, I agree to conform to the rules and regulations of Electric Services. I understand that as a condition of my employment and continued employment, I will be required to submit to, and do

voluntarily agree to submit to any testing for the presence of drugs or alcohol, and to submit to procedures to assess my qualifications for employment. I also agree that, if hired, my employment is at will; both Electric Services and I have the right to terminate my employment at any time, with or without cause, and with or without notice . I understand that no manager or representative of Electric Services, other than the President of Electric Services, has any authority to enter into any agreement for employment for any specified period of time or make any agreement contrary to the foregoing either now, in the past or in the future. I further understand that even such an agreement must be in writing and signed by the President for it to be binding on either myself or Electric Services. I further understand that this supersedes any prior oral or written understanding and bars any future oral understanding to the contrary

I UNDERSTAND that any misstatements or omissions in this application will result in a decision not to hire me, or to discharge me if discovered only after hire.

I ACKNOWLEDGE and AGREE that if at any time I am subjected to any type of discrimination or harassment, I will contact Electric Services' office immediately to obtain assistance in the resolution of such matters.

I HEREBY REPRESENT AND WARRANT that I have read and fully understand the foregoing and seek employment under these conditions of my own free will and in accordance with my own judgment.

Date

Applicant's Signature

Helpful information to note and acknowledge regarding employment with Electric Services, Inc.:

- ✓ Electric Services, Inc. is a drug-free workplace.
- ✓ Long pants, shirts with sleeves and work boots are a daily requirement on work sites.
- ✓ Do not wear jewelry to work.
- ✓ Work shirts are to be tucked in and a belt is required in pants.
- ✓ Always have your hard hat and safety glasses in your possession, and utilize as required.
- ✓ Electric Services, Inc. pays weekly on each Thursday.
- ✓ Accidents are to be reported immediately to your supervisor.

I understand that it is my responsibility to read and comply with the information provided above upon my hire.

Signature

Date



FOR OFFICE USE ONLY

Hired By: _____ Date _____

Date Reporting for Work: _____

Hourly Wage/Salary: _____

Position _____