

Employment Application for Valley Alpha Electric, Inc.  
Equal Employment Opportunity Employer

Valley Alpha Electric, Inc. is an equal employment opportunity employer. The Company's policy is not to discriminate against any applicant or employee based on race, color, sex, gender, gender identity, religion, national origin, age (40 and over), disability, military status, genetic information, or any other basis protected by applicable federal, state, or local laws. Valley Alpha Electric, Inc. also prohibits harassment of applicants or employees based on any of these protected categories. It is also Valley Alpha Electric, Inc.'s policy to comply with all applicable federal, state, and local laws respecting consideration of unemployment status in making hiring decisions.

Please Print

\_\_\_\_\_

Date	Last Name	First Name	Middle
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Present Address

\_\_\_\_\_

No. & Street	City	State	Zip
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Permanent Address (If different from present address)

\_\_\_\_\_

No. & Street	City	State	Zip
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Telephone Number

\_\_\_\_\_

**Employment Desired**

Position applying for: \_\_\_\_\_

**Personal Information**

Have you ever applied to or worked for Valley Alpha Electric Inc. before?

Yes       No

If yes, when? \_\_\_\_\_

Do you have any friends or relatives working for Valley Alpha Electric Inc.?

Yes             No

If yes, state name(s) and relationship:

\_\_\_\_\_ Relationship \_\_\_\_\_  
Name

\_\_\_\_\_ Relationship \_\_\_\_\_  
Name

Why are you applying for work at Valley Alpha Electric, Inc.?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If hired, would you have a reliable mean of transportation to and from work?

Yes             No

Are you at least 18 years old? (If under 18, hire is subject to verification that you are of minimum legal age.)

Yes             No

If hired, can you present proof of your legal right to work in the United States?

Yes             No

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation?

Yes             No

If no, describe the functions that cannot be performed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Education, Training and Experience\***

School	Name and address	No. Years Completed	Did you graduate?	Degree or Diploma
High School			<input type="checkbox"/> Yes <input type="checkbox"/> No	
College/ University			<input type="checkbox"/> Yes <input type="checkbox"/> No	
Vocational/ Business			<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other			<input type="checkbox"/> Yes <input type="checkbox"/> No	

**Employment History\***

List below all present and past employment starting with your most recent employer (last five years is sufficient). Account for all periods of employment. You must complete this section even if attaching a resume. Please feel free to include information pertaining to unpaid or volunteer experience.

**\*Note: Attach additional pages if necessary**

_____	(____)_____
Name of Employer	Telephone Number
_____	_____
Type of Business	Your Supervisor's Name
_____	_____
Address & Street	City, State, Zip Code
Dates of Employment: _____	
From                                    To	
_____	
Your Position and Duties	
_____	

Reason for Leaving

May we contact this employer for a reference?

Yes

No

\_\_\_\_\_  
Name of Employer

(\_\_\_\_)\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Type of Business

\_\_\_\_\_  
Your Supervisor's Name

\_\_\_\_\_  
Address & Street

\_\_\_\_\_  
City, State, Zip Code

Dates of Employment: \_\_\_\_\_  
From To

\_\_\_\_\_  
Your Position and Duties

Reason for Leaving

May we contact this employer for a reference?

Yes

No

\_\_\_\_\_  
Name of Employer

(\_\_\_\_)\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Type of Business

\_\_\_\_\_  
Your Supervisor's Name

\_\_\_\_\_  
Address & Street

\_\_\_\_\_  
City, State, Zip Code

Dates of Employment: \_\_\_\_\_  
From To

\_\_\_\_\_  
Your Position and Duties

Reason for Leaving

May we contact this employer for a reference?

Yes

No



**Please Read Carefully, Initial Each Paragraph and Sign Below**

\_\_\_\_\_  
Initials I hereby verify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

\_\_\_\_\_  
Initials I hereby authorize Valley Alpha Electric, Inc. to thoroughly investigate my references, work records, education and other matters related to my suitability for employment (excluding criminal background information) and further, authorize the references I have listed to disclose to the company and all letters, reports, and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release Valley Alpha Electric, Inc. my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

\_\_\_\_\_  
Initials I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or Valley Alpha Electric, Inc. and that no promises or representations contrary to the foregoing are binding on Valley Alpha Electric, Inc. unless made in writing and signed by me and the company's designated representative.

\_\_\_\_\_  
Initials I understand that any offer of employment is conditioned on my providing satisfactory proof of my identity and proof of eligibility to work in the United States. I further understand that this application is only valid for the position applied for at present and that Valley Alpha Electric, Inc. is under no obligation to retain or consider this application for any future openings.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature