

CNI ELECTRIC, INC

APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

All applicants are considered without regard to race, color, gender, religion, national origin, age, marital or veteran status, mental or physical disability unrelated to job performance or any other legally protected status. The receipt of this application does not mean that job openings exist and does not obligate us in any way. We appreciate your interest in our organization.

POSITION APPLYING FOR: _____ **DATE:** _____

Have you ever worked for CNI Electric before? _____ If yes, year: _____

PERSONAL INFORMATION

Legal name: First _____ Last _____ Middle Initial _____

Address: Street _____ City _____ State _____ Zip code _____

Home Telephone: _____ Other Telephone: _____

Date of Birth: _____ Social Security #: _____

Are you legally eligible for employment in the United States? Yes No

United States Visa status, if applicable: _____

Have you been convicted of a felony? Yes No

If yes, please explain circumstances: _____

Are you at least 18 years old? Yes No

In certain divisions of CNI Electric, Inc., background checks may be required. By signing this application, you are aware of this requirement and understand that this may affect employment in specific departments.

POSITION INFORMATION

Position(s) applying for: _____ Hourly Rate : \$ _____

Employment status desired: Full Time Part Time Temporary

Do you have steady transportation to work? Yes No

What hours are you available to work? _____

Are you willing to work to overtime if needed? Yes No

If hired, when could you start? _____

How did you hear about this job? _____

SKILLS

Clerical / Office skills		
Computer skills	Name of software:	<input type="checkbox"/> PC <input type="checkbox"/> Mac <input type="checkbox"/> WPM
Languages		
Other special knowledge or skills		

Please describe any other experience, abilities or skills that might be helpful in considering your application: _____

REFERENCES

NAME	TELEPHONE	YRS KNOWN
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NAME	TELEPHONE	YRS KNOWN
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Notice to Applicants

CNI Electric, Inc complies with the Americans with Disabilities Act of 1990. During the interview process, you may be asked questions concerning your ability to perform job related functions. If you are given a conditional offer of employment, you may be required to complete a post-job medical history questionnaire and/or undergo a medical examination. If required, all entering employees in the same job category will be subject to the same medical questionnaire and/or examination and all information will be kept confidential and in separate files.

Applicant's Statement

I certify that the answers given herein are true and complete to the best of my knowledge. I authorized the investigation of all matters contained in this application and give CNI Electric, Inc permission to contact school, previous employers, references, and others and release CNI Electric, Inc from any liability as a result of such contact. I understand that misrepresentation, omission of facts or incomplete information requested in this application may remove me from further consideration for employment. In addition, if employed, any misrepresentation or omission of facts called for in this application will be cause for dismissal at any time without any previous notice.

Applicants accepted for employment should clearly understand that we make every effort to provide steady, continuous work, we have no employment contracts, and we cannot guarantee the permanence of any position. Job tenure can be affected by many factors including business/economic conditions, changes in laws or employee policies, conformity to our work rules, job performance, etc. And, of course, employees may elect to leave on their own accord to seek other jobs.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with CNI Electric, Inc is of an "at will" nature, which means that I may resign at any time and CNI Electric, Inc may discharge me at any with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such is specifically acknowledged in writing by the chief Executive Officer of this organization.

I understand that this application will remain active for thirty (30) days.

Applicant Signature

Date

FOR OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE

Hired by: _____ Hire Date: _____ Start Date: _____

Title: _____ Dept: _____

Pay rate: _____ Hourly Salary

ACKNOWLEDGEMENT OF DRIVING RECORD REQUIREMENTS

I, _____ am voluntarily applying for an employment position with CNI Electric, Inc. As part of the review of my application for employment, I understand that my driving record will be reviewed as well.

I hereby certify that my driving record is acceptable based on the guidelines stated below. Should management find that my driving record is unsatisfactory, I acknowledge that it is cause for my not being hired by CNI Electric, Inc. or possibly for immediate termination of employment. I have also been informed of the guidelines determining an "at risk" driving record and acknowledge that if I fall into that category, my driving record will again be reviewed in 6 months. Should there be an additional violation recorded, I acknowledge that this is probable cause for termination of my employment.

Violations determining an unsatisfactory driving record:

- (2) "At fault" accidents in the latest 2 year period.
- More than (3) moving violations in the latest 2 year period.
- A conviction for reckless driving
- A conviction for driving while intoxicated within the past 5 years
- A conviction for driving while under the influence of drugs within the past 5 years
- A conviction for leaving the scene of an accident
- A conviction for using a vehicle to elude an officer
- A conviction for driving with a suspended or revoked license
- (9) or more points or (4) or more moving violations in the past 5 years
- (5) or more points in any twelve consecutive months
- Any adverse violation such as an: "open container"; excessive speed over posted limit (defined as 20mph or more over posted limit); and repetitive violations for same offense such as, but not limited to, "cancellation of auto insurance for non-payment of premium", "cancellation of driving privilege due to non-payment of traffic fines" or "improper or unsafe equipment violations" in the last 7 years.

Violations determining an "at risk" driving record (6 months probation):

- (3) or more points in any twelve consecutive months
- (5) or more points in the past 3 years
- Careless driving condition

Can you drive a stick shift transmission? Yes No

Drivers License Number Issuing State Expiration Date

Applicant Signature Date

Provide copy of Social Security card and Active Driver license.