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HVAC/R EMPLOYMENT APPLICATION

(Please Print Clearly – complete all 6 pages)

Position(s) Applying f	for:		Application [Date: //
		Personal Information		
First Name:		Last Name:		
Address:				
				Zip:
Home Phone:	Work Ph	one:	_ext Ce	II Phone:
Email Address: (if availab	le)			
How did you hear about	our company?			
		Employment Information	n	
Citizenship/Work Status:	U.S. Citizen Green Card H			Canadian Work Permit/Visa
)			
	e <u>directly related</u> to the position			
Employment Type Desire	ed: □Full-Time □Part-Tir	ne		
Desired Compensation:	S Hourly	Annual		
Other Compensation Des	sired:			
When are you available t	o start work?			
	T	Education		
TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	# OF YEARS COMPLETED	MAJOR & DEGREE
High School				
College/University				
Bus. or Trade School				
Professional School				

AVE YOU EVER BEEN CONVICTED OF A FELO	NY OR MISDEMEANOR (except any minor traffi	c violations)? 🛛 No	Yes
yes, please explain and attach any relevant docum	nentation.		
	Drivers License Information		
DO YOU HAVE A VALID DRIVER'S LICENSE?			
Do you have reliable transportation to work (plea Driver's license number:			
Operator Commercial (CDL) Chauffeu			- □ No
	Do you have a clean driving reco		
List any Moving Violations and/or Accidents from	n the last 3 years:		
	Military Service		
HAVE YOU EVER BEEN IN THE ARMED FORCES	? Yes No Branci	n:	
ARE YOU CURRENTLY A MEMBER OF THE NATI			
Specialty			
	Work Experience		
lease list your work experience for the past you were self-employed, give firm name. Atta			۱.
Name of employer:	Name of last supervisor	Employment dates	Pay or salary
Address with city/state/zip:		From	Start
		То	Final
Phone:	Your last job title		
Specific reason for leaving			
List the jobs you held, duties performed, skills us	sed or learned, advancements or promotions	while you worked at	this company.
		-	
May we contact this employer?			
Name of employer:	Name of last supervisor	Employment dates	Pay or salary
Address with city/state/zip:			
aarooo maronyistateizip.		From	Start
		То	Final
Phone:	Your last job title		
Specific reason for leaving	I		
List the jobs you held, duties performed, skills us	sed or learned, advancements or promotions	while you worked at	this company.

² of 6

Name of employer:	Name of last supervisor	Employment dates	Pay or salary	
Address with city/state/zip:		From	Start	
		То	Final	
Phone:	Your last job title			
Specific reason for leaving				
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.				
May we contact this employer? 🛛 Yes 🗳 No				

Name of employer:	Name of last supervisor	Employment dates	Pay or salary	
Address with city/state/zip:		From	Start	
		То	Final	
Phone:	Your last job title			
Specific reason for leaving				
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.				
May we contact this employer?				

HVAC/R INDUSTRY SKILLS SECTION INSTRUCTIONS: <u>ONLY</u> select the specific industry skills that you consider yourself to be <u>very</u> <u>knowledgeable</u> about, with a <u>high level of competency</u>.

HVAC/R Industry Skills

What Size of HVAC/R ed 1 - 5 Tons	🖵 5 - 20 Tons	□ 20 - 50 Tons	50 - 100 Tons	100+ Tons
What Manufacturers Eq	uipment have you worked	d with? (Select all that apply)		
American Standard	DelField	Kold Draft	Ruud	Toshiba
Andover Controls	Electro Freeze	Lennox	Sani Serv	Trane
Beverage Air	Frigidaire	Liebert	Seibe	Traulsen
Bryant Bryant	Gibson	Luxaire	Siemens	TRUE
Carrier	Honeywell	Manitowoc	Storlting	United
Coleman	Hoshizaki	Maytag	Tappan	Victory
Cornecius	Ice O Matic	McQuay	Taylor	Vogt
Crystal Tip		Perlick	Tekmar	Westinghouse
Cummins & Woodward	Johnson Controls	Philco	Thermo King	C York
Daikin	Kelvinator	Rheem	-	

What types of Equipmer	nt or Systems have you worke	d with? (Select all that apply)		
🖵 410A	Chillers	Freezers - Commercial	Oil	Split Systems
Absorption Systems	Cold-Plate Systems	Frozen Beverage Machines	Ovens - Electric	□ Steam
Air Dist. Equipment	Commercial Cooking Equip	Furnace	Ovens - Gas	Trailer Units
Air Handlers	Cooling Towers	🗖 Gas	Package Units	Transport Refrigeration
Ammonia	Dehumidification	Gas Stoves	Parallel Refrigeration	Variable Speed Equipment
Anti-Vibrations	Dish Washers	Geo Thermal	Portable HVAC	□ VAV
Appliances	Dry Systems	Ground Source Heat Pumps	Propane	Ventilation
Appliances - Home	Dry-Coolers	Heat Pumps	Puron	U VRF
Bobtail Units	Dryers - Clothes	Humidification	Radiant Heating	
Boilers	Electric Stoves	HVAC Equipment	Reach-Ins	Walk-Ins
Cascade Refrigeration	Environmental Test Chambers	Hydronic	Recipricating	Washers - Clothes
Central Plants	Exhaust Systems	Ice Cream Machines	Refrigeration	Water Heaters
Centrifugal	FCB Machines	Ice Machines	Refrigerators	Wet Systems
Chilled Water	Forced Air Systems	In-Floor	Rooftop Units	Window Units AC

		H۷	AC/R Industry SI	kills Continued	
What types of Parts and A	ccessories				
Coils	Dampers		Electric Motors	HVAC Parts	Sound Attenuators
	Diffusers		Fans		Vacuum Pumps
Condensers	Duct Work	< c	Grills	Sheet Metal	□ Valves
What Applications do you	have expe	rience with? (Se	lect all that apply)		
Clean Rooms	Governme	ent Projects	Institutional	Multi-Family	Residential
	Grocery S		International	□ Off-Shore	Restaurants
	Hospitals		Light Commercial	Pools	Snow Melting
Floating Floor	Industrial		Marine		
What types of Building Au		•	,		
 Building Automation Controls 	Controls -	Design	Controls - Programm		Pneumatic controls
What Job Functions have	you perfor	med? (Select all t	hat apply)		
Activity Reporting		Engineer/PE		Negotiate Contracts	Retro-Fit
Advertising (broadcast)		Estimating		Operations Manager	Sales
Advertising (online)		Estimator		🖵 P&L	Sales - In Home
Advertising (print)		Executive			Sales - Residential
		Expense Repor	ts		Sales - Retail
Brazing		Fabrication Facility Management	~	Plan-O-Grams/Schematics	Sales - Wholesale
Budgeting		Facility Manage Field Supervise			Sales Management, Area Sales Management, National
 Business Development Call Center Management 		Field Superviso	r	Planning PLC	Sales Management, National Sales Management, Degiana
		Forecasting Foreman		Plumbing	Sales Management, Regional Sales Manager
Change Orders		General Constru	uction	Policy/Procedure Developmer	
Channel Development		General Manag		Prepare Financial Reports	
Client Interaction		Goal Setting		Presentation Preparation	Service Agreements
□ Client/Account Management		Heat Transfer		Preventative Maintenance	Service Manager
Cold Calling		Inspector		Product Demonstration	Sheet Metal Worker
Commission Development		Installation		Product Design	Shipping Coordination
Computer Literate		Installation - Ne	w Homes	Product Development	Shipping/Receiving
Consultative Selling		Installer		Product Testing	□ Start-up
Contract Negotiations		Instructor		Production	Steamfitter
Contract/Proposal Preparation	n	International		Production Specialist	Strategic Alliances
Conventions/Trade Shows		Journeyman		Project Management	Superintendent
Customer Service		Lead Generatio		Project Scheduling	
Data Entry		Lead Managem	ent	Proposal Development	Take-offs
Department Forecasting		Leadership		Proposal Presentation	Team Building
Design/Build			~~	Prospecting/Lead Generation Durab List	Technician
Designer		Load Calculatio		Punch List	Telemarketing - Inbound
 Develop Relationships/Alliance Dispatcher 	Jes	 Machine Operation Maintenance 	101	Purchase Orders	Telemarketing - Outbound Territory Management
Drafting		Maintenance - A	hartment	QA/QC Manager	Test & Balance
Draftsman		Manager	partment	Quality Assurance/Control	Thermodynamics
		Manufacturer R	ер	Reading Blueprints	
Drywall Repair		Manufacturing		Relationship Management	Troubleshooting
		Market Analysis			Vendor Coordination
		Material Handle		Report Generation	
Energy Management		NATE Certificat	ion		Welding
Engineer/BSME What Computer related ex	nerience d		lect all that apply)	Research	
•	Echelon	o you nave: (Se	Lon Works	□ MS Excel	SalesLogix
	Echelon Energy Pro	0	Lon-Based Cicron		
	Energy Fit Estimation		Manual J	□ MS Once □ MS PowerPoint	
	Goldmine	. (00111010)	Microstation	□ MS Word	□ WinSales
	Load/Trac	e 700	MS Access	QuickPen	U Wrightsoft
			Certifications &	& Licenses	
What Certifications & Lice	nses do vo	ou have? (Select			
□ (CAMT) Certified Apartment M	•		HVAC Excellence - G	as Heat	Journeyman Plumber License
Certified Energy Manager			HVAC Excellence - G		Master HVAC License
EPA 608 Type I			HVAC Excellence - H	leat Pumps	Master Plumber License
EPA 608 Type II			HVAC Excellence - H		NATE - A/C
EPA 608 Type III			HVAC Excellence - H		NATE - Air Distribution
EPA 608 Universal			HVAC Excellence - C)il Heat	🗆 NATE - Gas Heat

- EPA 608 Universal HVAC Excellence - A/C
 HVAC Excellence - Commercial A/C
 HVAC Excellence - Commercial Refrigeration
- HVAC Excellence Electrical Heat

- HVAC Excellence Nutrities in
 HVAC Excellence Oil Heat
 ICE Commercial Refrigeration
 ICE Light Commercial A/C & Heating
 ICE Residential A/C & Heating
- Journeyman HVAC License

 NATE - Gas Heat
 NATE - Heat Pumps
 NATE - Oil Heating Oil Burner License Registered Professional Engineer

Include State and License Numbers for any licenses selected above, if applicable:

Additional Information Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are

Professional References

Please list 3-4 people you	have worked with who can	attest to your On-the-Job	experience and performance.
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Name	Name
Position	Position
Company	Company
Telephone ()	Telephone ()
Email Address	Email Address
Name	Name
Position	Position
Company	Company
Telephone ()	Telephone ()
Email Address	Email Address

Did you complete this application yourself? 🗆 Yes 🛛 No If not, who did? _____

applying. If you have a resume, please include it with this application.

AGREEMENT (PLEASE READ CAREFULLY BEFORE SIGNING)

I certify that all the information on this application is accurate and complete to the best of my knowledge and understand that misleading or false statements will constitute sufficient cause for refusal of hire or termination of my employment.

I understand that neither the acceptance of this application nor the subsequent entry into any type of employment relationship with Above & Beyond Heating and Air Conditioning, LLC creates an actual or implied contract of employment. I understand that, if I accept employment with Above & Beyond Heating and Air Conditioning, LLC, it will be on an at-will basis. This means that either Above & Beyond Heating and Air Conditioning, LLC, or I have the right to terminate the employment relationship at any time, for any reason, with or without cause.

I agree to submit to drug and alcohol testing, if requested by Above & Beyond Heating and Air Conditioning, LLC. I release Above & Beyond Heating and Air Conditioning, LLC, and its employees, plus other persons or companies, from any and all liability arising out of or related in any way to such testing.

I authorize Above & Beyond Heating and Air Conditioning, LLC to investigate information concerning my education, licensing, certifications, driving record, criminal history, employment experiences and all other aspects of my background relevant to my proposed employment. I release Above & Beyond Heating and Air Conditioning, LLC and its employees from all liability arising from such investigation

Signature of Applicant: Date: / /

Print Name:

Above & Beyond Heating and Air Conditioning, LLC is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with Above & Beyond Heating and Air Conditioning, LLC depends solely on your gualifications.

