

1126 Pratt Road  
 Red Oak, Texas 75154  
 Phone: 972.617.9012  
 Fax: 972.617.6635



816 Tradesman Loop  
 Hutto, Texas 78634  
 Phone: 512.846.1972  
 Fax: 512.846.1981

7614 Atlas Drive, Waco, Texas 76712  
 Phone: 254.772.7871 Fax: 254.772.7879

## Application for Employment

Please print in ink.

### Personal

Name:			____/____/____		
Last		First	Middle Initial		Today's Date
Address:					
Street		City	State	Zip Code	Social Security Number
Contact Information:					
(____) _____		(____) _____			
Home Telephone Number		Mobile Telephone Number		Email Address	

### Employment Eligibility

If hired, can you provide documentation establishing your identity and eligibility to be legally employed in the United States? <input type="radio"/> Yes <input type="radio"/> No		
If applicable, please provide Visa information:		
_____	_____	_____
Visa Type	Visa Number	Expiration Date
Have you ever been convicted of a felony? <input type="radio"/> Yes <input type="radio"/> No (Conviction will not necessarily disqualify applicants for employment)		
If yes, please explain:		

### Position Desired

Position applying for:	Date available for work:	Salary requirements:
<b>Type of Employment Desired:</b> (Please check where appropriate)		
<input type="radio"/> Full Time	Can you work overtime? <input type="radio"/> Yes <input type="radio"/> No Are you available weekends? <input type="radio"/> Yes <input type="radio"/> No	<b>Hours/Days Available:</b> Daytime: _____ Evening: _____
<input type="radio"/> Part Time		
<input type="radio"/> Temporary		

### Travel and/or Relocation (Inability to travel and/or relocate will not necessarily affect employment opportunities)

Are you willing to travel?	<input type="radio"/> Not at all	<input type="radio"/> 40-60%	<input type="radio"/> 60-75	<input type="radio"/> Negotiable
Are you willing to relocate?	<input type="radio"/> Yes <input type="radio"/> No	If yes, please list any restrictions and/or preferences:		

## Education and Training

Name of School, City, and State	Dates Attended	Major Area of Study	Degree/Diploma
High School	From: To:		
College	From: To:		
Technical or other training including internships and apprenticeships:			

## Employment Record (Please list most recent position first)

Dates	Name and Address of Employer	Job Title and Duties	Salary	Reason for Leaving
From:			Start:	
To:			End:	
Telephone:			Supervisor:	
Dates	Name and Address of Employer	Job Title and Duties	Salary	Reason for Leaving
From:			Start:	
To:			End:	
Telephone:			Supervisor:	
Dates	Name and Address of Employer	Job Title and Duties	Salary	Reason for Leaving
From:			Start:	
To:			End:	
Telephone:			Supervisor:	
Dates	Name and Address of Employer	Job Title and Duties	Salary	Reason for Leaving
From:			Start:	
To:			End:	
Telephone:			Supervisor:	

**Electrical Skills Inventory** Please indicate proficiency level for the skills listed below using the following code: K=Knowledge E=Experience  
(Provide number of years experience where applicable.)

Install EMT conduit (up to 1 1/4")		Install EMT conduit (1 1/2" to 4")		Interpret blueprints	
Install light fixtures		Install receptacles & wall switches		Assemble panel boards	
Wire lighting panels		Assemble main service panels		Fabricate joints on circuit wiring (120 / 277 / 480 Volt)	
Pull wire (small sizes - #12 to #1)		Pull wire with a crew (large sizes #1/0 to 750 MCM)		Commercial wiring (conduit work)	
				Residential wiring	

**Special Skills and Qualifications**

**Language Skills** - Please list all languages in which you are fluent:

\_\_\_\_\_

\_\_\_\_\_

**Additional Skills** - Please describe qualifications acquired through employment and/or education that may be relevant to the job for which you are applying:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Licensure**

Please list professional licenses you hold specifying license type and number:

\_\_\_\_\_

**Driving Record** Motor vehicle records will be obtained for applicants after a conditional offer of employment has been made and annually thereafter for all employees where driving is an essential job function.

Drivers License Number	Expiration Date	State Issued	Make and Model of Vehicle

**References** Please provide three professional or personal references excluding relatives:

Name:	Title / Relationship:
Address:	Telephone Number:
Name:	Title / Relationship:
Address:	Telephone Number:
Name:	Title / Relationship:
Address:	Telephone Number:

## **Applicant Statement and Signature**

**Please read the following statement carefully and sign below:**

Leland Collier Electric Company is an Equal Opportunity Employer and as such all applicants will be considered for employment without regard to age, race, color, religion, gender, national origin, veteran status, marital status, expunged juvenile records, pregnancy, disability, or any other characteristic protected by Federal, State, or Local law.

I certify that all answers given by me are true, accurate, and complete. I understand that the falsification, misrepresentation or omission of fact on this application and/or any other accompanying or required documents will be cause for denial of employment or immediate termination of employment, regardless of when or how discovered.

I authorize Leland Collier Electric Company to investigate any information included in this application and all facts resulting from the investigation. Leland Collier Electric Company is likewise authorized to use any information obtained from its investigations to determine suitability for employment. I release Leland Collier Electric Company from liability of any kind or nature by reason of such investigation.

I understand that any offer of employment by Leland Collier Electric Company is conditional upon the successful completion of a background investigation.

If hired, I agree to conform to the policies and procedures of Leland Collier Electric Company, and understand that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at the option of either the Company or myself. I further understand that no representative or agent of Leland Collier Electric Company, other than the President or his/her designated representative, has the authority to enter into any agreement for employment for any specified period of time or to make any change in any policy, procedure, benefit or other term or condition of employment, or to make any agreement contrary to the foregoing.

I acknowledge that I have read and understand the above statements and hereby grant permission to confirm the information supplied on this application by me.

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**Applicant Signature**

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**Date**

**This application shall remain active for 90 days**



