

APPLICATION FOR EMPLOYMENT

ANDERSON-PERRY & ASSOCIATES, INC. CONSULTING ENGINEERS

Anderson-Perry & Associates, Inc. is an equal opportunity employer. We do not discriminate on the basis of age, race, religion, color, sex, national origin, marital status, physical or mental disability or arrest record.

POSITION APPLIED FOR _____ DATE OF APPLICATION _____

NAME _____
LAST FIRST MIDDLE

ADDRESS _____
STREET CITY STATE ZIP

TELEPHONE () - _____ SOCIAL SECURITY NUMBER - -

E-MAIL ADDRESS _____

If hired, you will be required to submit identification in accordance with Immigration and Naturalization Service requirements.

If you are under 18, can you furnish a work permit? YES NO

Have you filed an application here before? YES NO If Yes, give date _____

Have you ever been employed here before? YES NO If Yes, give date _____

Are you employed now? YES NO May we contact your present employer? YES NO

Date available for work

Type of employment desired: Full-time Part-time Temporary Seasonal

Have you been convicted of a felony in the last seven (7) years? YES NO

If yes, please explain: _____

Driver's license number (if required by job) _____ State _____

PROFESSIONAL REGISTRATIONS AND RECOGNITIONS

EDUCATIONAL BACKGROUND

NAME AND LOCATION	YEARS COMPLETED	DID YOU GRADUATE?	COURSE OF STUDY
High School			
College			Major Degree
Graduate School			
Other			

REFERENCES

NAME	TELEPHONE	YEARS KNOWN

EMPLOYMENT HISTORY

List your last five (5) employers, assignments, or volunteer activities, starting with the most recent, including military experience.

From _____ To _____ Employer _____ Telephone _____

Job Title _____ Address _____

Immediate Supervisor and Title _____

Summarize work performed and job responsibilities _____

Reason for Leaving _____ Hourly Rate Salary
Start \$ _____ per _____ Final \$ _____ per _____

From _____ To _____ Employer _____ Telephone _____

Job Title _____ Address _____

Immediate Supervisor and Title _____

Summarize work performed and job responsibilities _____

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Describe in detail your drafting experience (i.e., number of years experience, type of drafting, speed, etc.) Provide samples of line work and freehand lettering.

Describe in detail your survey experience (i.e., number of years experience, math skills, instrument qualifications, and type of experience and responsibility.)

Describe in detail your materials testing experience (i.e., number of years experience, type of tests you can perform, training, etc.)

Describe in detail your engineering technician experience (i.e., number of years experience, design work and inspection work, etc.)

Describe in detail your engineering experience (i.e., number of years experience, design experience, construction administration experience, planning experience, etc.)

Describe in detail your computer experience, i.e., number of years experience, software used, etc.

What are your salary requirements? _____

List what you feel are essential fringe benefits

Are you willing to make a visitation for a personal interview? _____

Describe to the best of your ability your work attitude, professional dedication, and sense of responsibility in meeting reasonable time commitments, etc. (aggressiveness, competence, stick-to-itiveness, leader, or follower)

Summarize special skills and qualifications acquired from employment or other experiences that may qualify you for work with our Company.

Describe your public relations and communications skills and abilities. How well do you get along with people?

Describe your long-term employment goals and objectives.

What present commitments do you presently have that would not permit your immediate employment by this firm?

Can you operate an automobile? _____

Have your employers usually treated you fairly? _____

What prompted you to make application for this position and what are your specific goals and objectives?

ALL APPLICANTS MUST SIGN THE FOLLOWING CERTIFICATE:

I certify that the information contained in this application is correct to the best of my knowledge and understand that falsifications and/or omissions in any detail is grounds for disqualification from consideration for employment or, if hired, for dismissal from employment. I further understand that, if hired, my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at the option of either myself or the Company.

(Signature) _____