

TEMPERATURE EQUIPMENT CORPORATION

APPLICATION FOR EMPLOYMENT

Applicant: Temperature Equipment Corporation (“Company”) is an Equal Employment Opportunity Employer. It does not discriminate on the basis of race, color, religion, national origin, age, sex, citizenship status, marital status or veteran status.

General Instructions: Please print using black ink or type answers that apply. Be truthful and complete in providing the information requested by this application. Because of the large volume of applications received, the Company cannot assure that you will receive an acknowledgement of receipt of this application.

Date of Application: _____

PERSONAL INFORMATION

Last Name	First Name	Middle Name
Current Street Address	City, State and Zip	Telephone Number
Social Security Number		

REFERRAL SOURCE:

Advertisement Employee Relative Walk-in Employment Agency Other
(Specify: _____)

Position or Type of Position Applied For:	Minimum Salary Requested	Type of Employment Desired <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	Earliest Available Start Date
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WHEN ARE YOU AVAILABLE TO WORK? (INDICATE AM/PM HOURS)

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

Do you have any restrictions on working overtime or any particular days or times? Yes No If yes, explain _____

Are you under age 18? (If you answer is yes, you may be required to submit additional work authorization) Yes No

Are you employed now? Yes No

May we contact you at work? Yes No If yes, what is your work telephone number and when is the best time to call?

May we contact your present employer? Yes No If yes, what is your employer's phone number: _____

Have you ever filed an application with the Company? Yes No If yes, when? _____

Have you ever been interviewed by the Company? Yes No If yes, when? _____

Have you ever attended job training with the Company? Yes No If yes, when? _____

Have you ever been previously employed by the Company? Yes No If yes, when? _____
What position? _____

Are you legally authorized to work in the U.S.A.? Yes No

Is there any essential function of the job(s) for which you are applying that you are unable to perform? Yes No If yes, explain _____

Have you ever been convicted of a felony or misdemeanor within the last 7 years? **You are not required to disclose sealed or expunged records of a conviction or arrest.** Yes No If yes, explain _____
(This information will not necessarily disqualify you from employment)

Do you have a driver's license? Yes No No. _____
State _____ Expiration Date _____

PREVIOUS NAMES YOU HAVE GONE BY:

DATES USED:

PREVIOUS ADDRESS(ES) IN PAST 7 YEARS:

DATES RESIDED AT:

Employment History

List all previous work experience, including military service and periods of unemployment. Begin with present position and work back to your first position. You may also attach a resume. All applicants must authorize an **employment history verification** and a **criminal history check**.

From Mo/Yr	To Mo/Yr	Employer Name (include Complete Address, Telephone and Contact Person's Name and Title)	Salary History	Job Title and Major Duties and Responsibilities	Specific Reason For Leaving
			Start End		
			Start End		
			Start End		
			Start End		
			Start End		

Have you had any employment gaps of 90 days or more?..... Yes No
 If yes, explain the reason for each gap, listing names, addresses and telephone numbers of persons who can verify your activities during these periods _____

Education

	School Name Complete Address Phone (with Area Code) Contact Name & Title	Dates Attended	Course of Study	Degree/Diploma/ Certification	If you Graduated, year of Graduation
High School		Start End			
Colleges		Start End			
		Start End			
Graduate Schools		Start End			
Business/ Technical Schools		Start End			
Other Schools		Start End			

Special Skills

List Computer Skills, Licenses or Certificates Held:	List Professional Societies or Organizations of Which you are a Member in Good Standing
1	1
2	2
3	3

Relatives at the Company

Name	Job Title	Relationship	Department
1			
2			

Military Service

Branch	Grade or Rank	Induction Date	Separation Date	Type of Discharge at Separation*	Present Selective Service Classification*

*Response is Optional.

Authorization For Release of Information

In consideration for the review of my application for employment with the Company, I authorize the Company to conduct an investigation or obtain a report containing information on my **employment history, character, general reputation, personal characteristics or mode of living**. This investigation or report will also include a check for **criminal convictions or pending criminal charges**, the nature of such convictions, and all surrounding circumstances available through lawful means.

I understand that a criminal conviction will not necessarily disqualify me from employment. Also, I understand that I will not be denied employment solely on the basis of having filed for bankruptcy.

This authorization for release of information includes, but is not limited to, matters of opinion relating to my employment history, character, ability, reputation, and past conduct.

I authorize and request all persons, schools, businesses, corporations, credit bureaus and law enforcement agencies to release such information without restriction or qualification. I hereby release all such providers of information from any and all claims for liability or damages or injury as a result of such provision of information.

I agree that a photostat or telephone facsimile of this Authorization shall be considered as valid as the original.

PLEASE PRINT NAME

APPLICANT SIGNATURE/DATE

Certification and Acknowledgement

Please read carefully before signing below:

I, undersigned, attest that all information given by me in this application is true, correct and complete to the best of my knowledge. **I understand that any false information contained herein or in any other personnel documents I may sign will be grounds for automatic rejection of my application or, if later discovered, termination from employment.** I authorize Temperature Equipment Corporation (the "Company") to verify such information and to contact any reference given by me. As a condition of any offer of employment by the Company, I agree that if hired, I will adhere to the following:

1. I will familiarize myself promptly with all rules and regulations of the Company and will abide and be bound by the rules and regulations now or hereafter in effect. Failure to abide by Company rules and regulations or the falsification or material omission of any information given by me in this application may result in my termination from employment.
2. **I understand that my employment with the Company will be at will and not for a specific term, and that it can be terminated by me or by the Company at any time for any reason, with or without cause. I understand that my employment at will status cannot be changed by any oral representation or by any writing unless such writing is executed by both an authorized officer of the Company and by me. I also understand that the Company, may, in its sole discretion, modify or revoke any term or condition of my employment at any time and that no implied contract concerning my employment is established by any policy, practice, handbook or manual that the Company may issue from time to time.**
3. I understand that any offer of employment may be contingent on my meeting certain placement considerations, including submission to a medical examination (including a drug test) to determine my fitness for employment.
4. I understand that all right, title and interest, including without limitation, all copyrights and patents, in and to any material produced or inventions developed by me during my employment which affect or relate to the Company's business shall vest in the Company and I shall have no personal right, title or interest whatsoever thereto.
5. Subject to requirements of law, I authorize the Company at any time after termination of my employment to furnish or not furnish to others information concerning my employment record with the Company, including the information contained in this application.
6. I will not disclose any of the Company's trade secrets or other confidential or restricted information and not make use of such trade secrets or confidential restricted information in any fashion on my own behalf or behalf of any third party during or after my employment with the Company.
7. I will cooperate in any Company investigation by giving true and complete answers to all questions and by complying with all other requests for assistance.
8. I understand I must be legally authorized to work in the United States as a condition of my employment. I agree to immediately notify the Company of any change in that status. I will provide all documentation necessary to establish my status as being legally authorized to work in the United States. I understand that any change in my employee status must be communicated to the Company in writing immediately. I will provide the Company with readable copies of approved immigration and Naturalization Services Forms and petitions as may be necessary to comply with the law.
9. I understand that upon my separation, termination or dismissal, I will be required to return all proprietary documents and Company property assigned and given to me during my employment with the Company.

Name
(PRINT) _____

Signature _____

Date _____