



For Official Use Only
 Date Received: _____, 20____
 Reviewed by: _____
 Comments: _____

EMPLOYMENT APPLICATION

McCarty Electric Company provides equal employment opportunity to all qualified persons, and does not unlawfully discriminate against any person on the basis of race, color, creed, religion, sex, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

Please -

- Complete all items on the application, even if the information is included on your resume or other document submitted by you.
- Sign and date your application.
- Specify the exact title of the position in which you are interested.
- Type or print all requested information.
- If necessary, attach additional 8 ½ " x 11" sheets of paper to this application.
- Submit your application to 4004 C Sam Houston Avenue Huntsville, TX 77340

Position Applying For: _____

Personal Information

1. Name (Last, First Middle)	3. Social Security # -- --	6. Driver's License (State/No.)
2. Address (Street)	4. Telephone Number () -	7. Alternate Telephone () -
Address (City, State, Zip Code)	5. Email Address	

General Information

Are you legally eligible for work in the U.S.A.? <i>(if yes, verification will be required)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever applied to or worked for McCarty Electric Company before? If so, when?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are any of your relatives currently working for McCarty Electric Company? If so, please list name and department, if applicable.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of a felony? If yes, please explain.	<input type="checkbox"/> Yes <input type="checkbox"/> No

Employment Request

Minimum Salary Requested: \$ _____ If applicable, are you available for overtime? Yes No

What is the earliest date you can begin work? _____

How did you hear about this position?

Recruiter Internet Job Posting Newspaper Classified Company Website Other _____

Employment History

**Please begin with most recent employment*

May we contact your current employer? Yes No Not Applicable

Employer: _____ Address: _____ _____ Supervisor: _____ Telephone: () _____ - _____	Dates of Employment: _____ _____ to _____ _____	Pay or salary Start: _____ Final: _____	Position: Duties:	Reason for Leaving:
Employer: _____ Address: _____ _____ Supervisor: _____ Telephone: () _____ - _____	Dates of Employment: _____ _____ to _____ _____	Pay or salary Start: _____ Final: _____	Position: Duties:	Reason for Leaving:
Employer: _____ Address: _____ _____ Supervisor: _____ Telephone: () _____ - _____	Dates of Employment: _____ _____ to _____ _____	Pay or salary Start: _____ Final: _____	Position: Duties:	Reason for Leaving:

Education

School	Name	Location	Course of Study	Degree Obtained
High School/GED				
College/University				
Graduate School				
Vocational / Specialized				

Military

Military Service: Yes No

Branch: _____

Specialized Training:

References

Name	Company	Title	Contact Information

Signature / Certification

I certify that the facts set forth in this application are true, complete, and correct to the best of my knowledge. I understand that any misrepresentations, falsifications, or omissions on this application can be grounds for rejection of my application or, if I am employed by this company, for my immediate termination from employment. I authorize McCarty Electric Company to make any necessary inquiries and investigations into my education, military, or employment history. I further authorize, unless otherwise indicated on this application, the release of my information to McCarty Electric Company by any of the schools, services, or employers listed on this application.

Signature:

Date:

Background Check Authorization**Print Name** _____
 First Middle Last**Former name(s) used:** _____**Current Address** _____
 Street Address City State Zip**How many years have you been at this address?:** _____**Previous Address (if less than 5 years at current address):**_____
Street Address City State Zip # of years**Social Security Number:** _____ **Date of Birth:** _____**Telephone Number:** _____**Drivers' License Number/State Issued ID Number:** _____ **Exp. Date:** _____

The information contained in this application is true.

I hereby authorize McCarty Electric Company and its' designated agents and representatives to conduct a comprehensive review of my background causing a consumer report and/or an investigative consumer report to be generated for employment and/or volunteer purposes. I understand that the scope of the consumer report may include, but is not limited to the following areas: verification of social security number, credit reports, current and previous residences, employment history, education background, character references, drug testing, civil and criminal history records from any criminal justice agency in any or all federal, state or county jurisdictions; driving records, birth records, and any other public records.

I further authorize any individual, company, firm, corporation, or public agency to divulge any and all information, verbal or written, pertaining to me, to McCarty Electric Company or its' agents. I further authorize the complete release of any records or data pertaining to me which the individual, company, firm corporation or public agency may have, to include information or data received from other sources. McCarty Electric Company and its designated agents and representatives shall maintain all information received from this authorization in a confidential manner in order to protect the applicant's personal information, including but not limited to, addresses, social security numbers and dates of birth.

Signature: _____ **Date:** _____