



**PERSONAL INFORMATION**

Have you ever applied to or worked for General Plumbing Supply before? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, when? \_\_\_\_\_

Do you have any friends or relatives working for General Plumbing Supply? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, state name(s) and relationship(s) \_\_\_\_\_

Why are you applying for work at General Plumbing Supply?: \_\_\_\_\_

\_\_\_\_\_

If hired, would you have reliable means of transportation to and from work? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you at least 18 years old? .....Yes \_\_\_\_\_ No \_\_\_\_\_

(If under 18, hire is subject to verification that you are of minimum legal age.)

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country?..... Yes \_\_\_\_\_ No \_\_\_\_\_

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation?..... Yes \_\_\_\_\_ No \_\_\_\_\_

If no, describe the functions that cannot be performed:

\_\_\_\_\_

(Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination, and to skill and agility tests.)

The successful applicant will be required to pass a pre-employment drug screen.

DMV printout will be required before hire.

Have you ever been convicted of a criminal offense (felony or serious misdemeanor)? Yes \_\_\_\_\_ No \_\_\_\_\_  
(Convictions for marijuana-related misdemeanor offenses that are more that two years old need not be listed)

If yes, state nature of the crime(s), when and where convicted and disposition of the case(s).

\_\_\_\_\_

\_\_\_\_\_

(Note: No applicant will be denied employment solely on the grounds of a conviction of a criminal offense. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position applied for may, however, be considered.)

Are you currently employed? .....Yes \_\_\_\_\_ No \_\_\_\_\_

If so, may we contact your current employer? ..... Yes \_\_\_\_\_ No \_\_\_\_\_

**EDUCATION, TRAINING AND EXPERIENCE**

| School                 | Name and Location | Graduated? |    | Years Completed? | Degree or Diploma |
|------------------------|-------------------|------------|----|------------------|-------------------|
|                        |                   | Yes        | No |                  |                   |
| <b>High School</b>     |                   |            |    |                  |                   |
| <b>College</b>         |                   |            |    |                  |                   |
| <b>Vocational</b>      |                   |            |    |                  |                   |
| <b>Other (Specify)</b> |                   |            |    |                  |                   |

Do you speak, write or understand any foreign languages? ..... Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, which language(s)? \_\_\_\_\_

Do you have any other experience, training, qualifications or skills which you feel make you especially suited for work at General Plumbing Supply? If so, please explain.

\_\_\_\_\_

\_\_\_\_\_

Answer the following questions if you are applying for a professional position:

Are you licensed/certified for the job applied for? .....Yes \_\_\_\_\_ No \_\_\_\_\_

Name of license/certification: \_\_\_\_\_

Issuing state: \_\_\_\_\_

License/certification number: \_\_\_\_\_

Has your license/certification ever been revoked or suspended? ..... Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, state reason(s), date of revocation or suspension and date of reinstatement.

\_\_\_\_\_

\_\_\_\_\_

**EMPLOYMENT HISTORY**

List below all present and past employment starting with your most recent employer (last 10 years is sufficient). Account for all periods of unemployment. You must complete this section even if attaching a resume.

**Date of Employment:** From \_\_\_\_\_ To \_\_\_\_\_

Name of Employer \_\_\_\_\_

Address \_\_\_\_\_

No. Street City State Zip

Type of Business \_\_\_\_\_

Your Position and Duties \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Your Supervisor's Name \_\_\_\_\_ Weekly Pay: Starting \_\_\_\_\_ Ending \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

May we contact this employer for a reference?.....Yes \_\_\_\_\_ No \_\_\_\_\_

**Date of Employment:** From \_\_\_\_\_ To \_\_\_\_\_

Name of Employer \_\_\_\_\_

Address \_\_\_\_\_  
No. Street City State Zip

Type of Business \_\_\_\_\_

Your Position and Duties \_\_\_\_\_

Your Supervisor's Name \_\_\_\_\_ Weekly Pay: Starting \_\_\_\_\_ Ending \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

May we contact this employer for a reference?.....Yes \_\_\_\_\_ No \_\_\_\_\_

**Date of Employment:** From \_\_\_\_\_ To \_\_\_\_\_

Name of Employer \_\_\_\_\_

Address \_\_\_\_\_  
No. Street City State Zip

Type of Business \_\_\_\_\_

Your Position and Duties \_\_\_\_\_

Your Supervisor's Name \_\_\_\_\_ Weekly Pay: Starting \_\_\_\_\_ Ending \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

May we contact this employer for a reference?.....Yes \_\_\_\_\_ No \_\_\_\_\_

**Date of Employment:** From \_\_\_\_\_ To \_\_\_\_\_

Name of Employer \_\_\_\_\_

Address \_\_\_\_\_  
No. Street City State Zip

Type of Business \_\_\_\_\_

Your Position and Duties \_\_\_\_\_

Your Supervisor's Name \_\_\_\_\_ Weekly Pay: Starting \_\_\_\_\_ Ending \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

May we contact this employer for a reference?.....Yes \_\_\_\_\_ No \_\_\_\_\_

**Note: Attach additional page(s) if necessary.**

**MILITARY SERVICE**

Have you obtained any special skills or abilities as the result of service in the military? Yes \_\_\_\_\_ No \_\_\_\_\_

If so, describe: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**REFERENCES**

List below three persons not related to you who have knowledge of your work performance within the last three years.

**Name:** \_\_\_\_\_

Address: \_\_\_\_\_  
          No.                Street                City                State                Zip

Occupation: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Number of Years Acquainted \_\_\_\_\_

**Name:** \_\_\_\_\_

Address: \_\_\_\_\_  
          No.                Street                City                State                Zip

Occupation: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Number of Years Acquainted \_\_\_\_\_

**Name:** \_\_\_\_\_

Address: \_\_\_\_\_  
          No.                Street                City                State                Zip

Occupation: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Number of Years Acquainted \_\_\_\_\_

**PLEASE READ CAREFULLY, INITIAL EACH PARAGRAPH AND SIGN BELOW**

\_\_\_\_\_ I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

\_\_\_\_\_ I hereby authorize the company General Plumbing Supply Co., Inc. to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

\_\_\_\_\_ I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.

\_\_\_\_\_ Should a search of public records (including documenting an arrest, indictment, conviction, civil judicial action, tax lien or outstanding judgment) be conducted by internal personnel employed by the Company, I am entitled to copies of any such public record unless I mark the check box below. If I am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below.

- I waive receipt of a copy of any public record described in the paragraph above.

Date \_\_\_\_\_ Signature of Applicant \_\_\_\_\_