

# PRECISION ELECTRONICS MAINTENANCE, INC.

## APPLICATION for EMPLOYMENT

**PRINT IN BLACK INK OR TYPE:** Fill out application form completely. If questions are not applicable enter "NA". **Do not leave questions blank.** Be sure to sign when completed. Precision Electronics Maintenance, Inc. is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.

Date of Application \_\_\_\_\_

Note to applicants: IT IS YOUR RESPONSIBILITY TO MAKE SURE THE APPLICATION IS COMPLETE. PRECISION ELECTRONICS MAINTENANCE, INC. IS NOT OBLIGATED TO CONTACT APPLICANTS REGARDING INCOMPLETE APPLICATIONS.

<b>Personal Information</b>				
Name				
Preferred Title	First	Middle/Maiden	Last	Nickname
Permanent Address				
Street		City	State	Zip
Home Phone ( )	Office ( )	Contact ( )		
Mailing Address				
Street		City	State	Zip
e-mail address:				
Social Security Number	<input type="checkbox"/> New Applicant <input type="checkbox"/> Former Applicant <input type="checkbox"/> Former Employee			
Positions for which application is being made (be specific). Applicant must be licensed or eligible for license in each area of choice.				
First Choice	Second Choice			
Third Choice	Date Available for Employment			
Salary Desired:				

<b>Educational History</b>							
Level of Education	Name of School or University	State	Field of Study	Type of Degree	GPA	Dates of Attendance	
						From	To
High School							
College							
Trade, Business, School							
Correspondence School							

**Employment Experience** (List chronologically all employment experience.)

Name & Address of Employer	Salary	Position Held	Dates Mo/Day/Yr (From ...To)		Supervisor's Name & Phone No.

**Other Work Experience** (List Chronologically)

Employer	Complete Mailing Address	Kind of Work	Dates of Employment	Supervisor's Name And Phone No.

**References**

Each applicant must provide the following information to be considered for employment:

The names of at least four reference sources. Include current employer if employed, or last employer if not currently employed. References from relatives or persons who can evaluate only your personality and character are not acceptable. References from someone who have known you for at least four years and/or are substantially familiar with your work history.

Name of Reference	Position	Complete Mailing Address	Phone Number	
			Work	Home

May we contact your present employer?     Yes    No    Not Applicable

**Additional Information**

Please check the appropriate answers:

Yes    No

  

Have you ever been asked to resign from a position of employment or been dismissed, fired, discharged, suspended, or otherwise subject to disciplinary action?

  

Have you ever been convicted of any violation of the law other than a minor traffic ticket?

  

Have you ever entered a plea of nolo contendere (no contest) to any charge against you?

  

Do you have any criminal charges pending against you or are you currently involved in any criminal proceeding, including supervised or unsupervised probation?

If your answer to any of the above questions is yes, please explain on a separate page and include with this application.

Driver's License Number \_\_\_\_\_ State \_\_\_\_\_ Class \_\_\_\_\_

**Applicant's Certification & Release of Liability**

I have read the information contained in the application carefully and certify that the information I have given is correct and complete. I understand that if I am employed, false statements on this application shall be considered sufficient cause for dismissal. I understand, also, that I am required to abide by all rules and regulation of Precision Electronics Maintenance, Inc.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Precision Electronics Maintenance, Inc is an equal opportunity employer and do not discriminate on the basis of race, color, religion, gender, age, disability, or national origin.**

Date:

**EQUAL EMPLOYMENT OPPORTUNITY INFORMATION**

The information you give in this section is optional. It is used by Precision Electronics Maintenance, Inc. and other state agencies to comply with Federal guidelines for monitoring the equal employment opportunity efforts of the State of Georgia.

**Last Name**

**First Name**

**MI**

**Ethnic Background (Check One):**

1.  Native American

2.  White, not of Hispanic origin

3.  Hispanic

4.  Black, not of Hispanic origin

5.  Asian/Pacific Islander

6.  Multi-racial

7.  Other

**Gender**

(Check One):

Male

Female

**Birth Date**

MO    DAY    YR

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*Birth Date - Required*