

Application for Employment

Please Print

Energy Systems Southeast, LLC
3235 Veterans Circle • Birmingham, AL 35235

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation and/or interview process should notify a representative of the Human Resources Department.

Position(s) applied for _____ Date of Application _____

Name _____ Social Security # _____ DOB _____

Address _____

Telephone# _____ Cell Phone# _____ Email Address _____

Referral Source (how did you hear about us?) _____

If you are under 18, and it is required, can you furnish a work permit? _____

If no, please explain _____

Have you ever been employed here before? If yes, give dates and positions _____

Are you legally eligible for employment in this country? _____

Date available for work _____ Desired salary range? _____

Type of employment desired _____ Circle One Full Time Part Time Temporary Seasonal Educational COOP

Are you able to perform the essential functions of the job for which you are applying (with or without reasonable accommodation)? Yes _____ No _____

Need more information about the job's "essential" functions to respond _____

Drivers license number if driving may be required in position for which you are applying _____ State _____

Have you ever pled "guilty" or "no contest" to or been convicted of a crime? _____ Yes _____ No _____

If yes, please provide date(s) and details _____

Employment History

Starting with your most recent employer, provide the following information.

Employer _____ Telephone# _____

Street Address _____ City _____ State _____

Starting Job Title/Final Job Title _____

Immediate supervisor and title (for most recent position held) _____

Why did you leave? _____

Summarize the type of work performed and job responsibilities _____

What did you like most about your position? _____

What were the things you liked least about this position? _____

Dates Employed:	
Month / Year	to Month / Year
Hourly <input type="checkbox"/>	Salary <input type="checkbox"/>
\$ _____	per _____
Commission/Bonus/Other Compensation \$ _____	
Hourly <input type="checkbox"/>	Salary <input type="checkbox"/>
\$ _____	per _____
Commission/Bonus/Other Compensation \$ _____	

May we contact noted supervisor for reference? Yes No Later

Employer _____ Telephone# _____

Street Address _____ City _____ State _____

Starting Job Title/Final Job Title _____

Immediate supervisor and title (for most recent position held) _____

Why did you leave? _____

Summarize the type of work performed and job responsibilities _____

What did you like most about your position? _____

What were the things you liked least about this position? _____

Dates Employed:	
Month / Year	to Month / Year
Hourly <input type="checkbox"/>	Salary <input type="checkbox"/>
\$ _____	per _____
Commission/Bonus/Other Compensation \$ _____	
Hourly <input type="checkbox"/>	Salary <input type="checkbox"/>
\$ _____	per _____
Commission/Bonus/Other Compensation \$ _____	

May we contact noted supervisor for reference? Yes No Later

Employer _____ Telephone# _____

Street Address _____ City _____ State _____

Starting Job Title/Final Job Title _____

Immediate supervisor and title (for most recent position held) _____

Why did you leave? _____

Summarize the type of work performed and job responsibilities _____

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\$ _____	per _____
Commission/Bonus/Other Compensation \$ _____	
Hourly <input type="checkbox"/>	Salary <input type="checkbox"/>
\$ _____	per _____
Commission/Bonus/Other Compensation \$ _____	

May we contact noted supervisor for reference? Yes No Later

Skills and Qualifications

Summarize any special training, skills, licenses and/or certificates that may assist you in performing the position for which you are applying.

Computer Skills (check appropriate boxes, include software title and years of experience)

Word Processing _____ Years _____

E-Mail _____ Years _____

Spreadsheet _____ Years _____

Internet _____ Years _____

Presentation _____ Years _____

Other _____ Years _____

Educational Background Starting with your most recent school attended, provide the following information

School (Include City and State)	Years Completed	Completed	GPA Class Rank	Major / Minor
		<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____		
		<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____		
		<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____		

References

List name and telephone number of three business / work references who are not related to you and are not previous supervisors. If not applicable, list three school or personal references who are not related to you.

Name	Title	Relationship to You	Telephone	No. of Years Known

Applicant Statement

I certify that all information I have provided in order to apply for and secure work with this employer is true, complete and correct.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contract and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that this employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employers's president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 form in this regard.

This company does not tolerate unlawful discrimination in its employment practices. No question on this application is used for the purpose of limiting or excluding an applicant from consideration for employment on the basis of his or her sex, race, color, religion, national origin, citizenship, age, or disability, or any other protected status under applicable federal, state or local law. This company likewise does not tolerate harassment based on sex, race, color, religion, national origin, citizenship, age, disability, or any other protected status. Examples of prohibited harassment include, but are not limited to, unwelcome physical contact, offensive gestures, unwelcome comments, jokes, epithets, threats, insults, name-calling, negative stereotyping, possession or display of derogatory pictures or other graphic materials, and any other words or conduct that demean, stigmatize, intimidate, or single out a person because of his/her membership in a protected category. Harassment of our employees is strictly prohibited, whether it is committed by a manager, coworker, subordinate, or non-employee (such as a vendor or customer). The company takes all complaints of harassment seriously and all complaints will be investigated promptly and thoroughly. Genetic Information Nondiscrimination Act (GINA): Under Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA), which prohibits genetic information discrimination in employment. The company may never use genetic information to make an employment decision because genetic information is not relevant to an individual's current ability to work.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect will be an official cause to (i) eliminate from further consideration for employment, or (ii) may result in my immediate discharge from the employer's service, whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature

Date