

ENERGY ELECTRIC L.L.C
APPLICATION FOR EMPLOYMENT
PO Box 3342 – Conway, SC 29528 – 843-399-7111 (Office) 843-450-2241 (Cell)

PERSONAL DATA

Name: _____ Social Security No. _____
 Last First Middle

Mailing Address: _____
 Street P.O. Box Apt. # City State Zip Code

Telephone: (Home) _____ (Work) _____ May we call you at work? YES NO

Do you presently have any relatives employed by Energy Electric? YES NO
 If yes, name, relationship, and department where employed? _____

In case of an emergency, please contact _____ Relationship _____
 Telephone Number _____

Are you authorized to work in the United States? YES NO

Have you ever been convicted of a crime other than minor traffic violations? YES NO

A YES answer to this question will not necessarily bar you from employment. The nature, severity and date of the offense in relation to the position for which you are applying are considered.

If yes, charge(s) _____ where convicted _____
 date(s) _____ disposition of current status _____

EMPLOYMENT DATA

Position applied for: _____ Are you willing to accept the following type position?

Regular: YES NO . Temporary: YES NO Full-Time: YES NO Part-Time: YES NO

Are you willing to accept a position with varying shifts: YES NO

Is there a minimum salary you will accept? YES NO If YES, \$ _____ per _____

Earliest date you could began work (Month) _____ (Day) _____ (Year) _____

EDUCATION AND SKILLS

What is the highest level of education you have completed: _____

Do you possess a valid GED High School Equivalency Certificate? YES NO

If yes, (Date) _____ (State) _____

Do you possess a valid driver's license? (State) _____ (Number) _____ (Exp. Date) _____

Do you possess a valid Commercial Driver's License? YES NO If yes, what class _____

Do you type? YES NO If yes, WPM _____ Do you take shorthand? YES NO If yes, WPM _____

Can you keypunch? YES NO

Starting with High School, provide complete information on all schools attended. Include any special courses or trade school.

Name & Location of School (s)	Dates of Attendance		Credit Hours		Graduate		Name of Degree/Cert	Major/Minor
	From	To	Sem.	Qtr.	YES	NO		

ENERGY ELECTRIC DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, AGE OR DISABILITY.

EMPLOYMENT RECORD

List jobs in reverse order starting with your present job. List your entire work history including volunteer, part-time, temporary, self-employment, and jobs. List each promotion as a separate job. This section must be accurate and complete. Do not substitute a resume. If more space is needed, attach additional sheets in the name format. Include your name, Social Security Number, and signature.

1. Employer: _____ Address: _____
From Mo/Yr: _____ To Mo/Yr: _____ Hrs. Per Week _____ Your Title: _____
Last Salary: \$ _____ Supervisor: _____ May we contact: YES NO Phone # _____
Name on employment record, if different from present name: _____
Reason for leaving: _____
Duties: _____

2. Employer: _____ Address: _____
From Mo/Yr: _____ To Mo/Yr: _____ Hrs. Per Week _____ Your Title: _____
Last Salary: \$ _____ Supervisor: _____ May we contact: YES NO Phone # _____
Name on employment record, if different from present name: _____
Reason for leaving: _____
Duties: _____

3. Employer: _____ Address: _____
From Mo/Yr: _____ To Mo/Yr: _____ Hrs. Per Week _____ Your Title: _____
Last Salary: \$ _____ Supervisor: _____ May we contact: YES NO Phone # _____
Name on employment record, if different from present name: _____
Reason for leaving: _____
Duties: _____

4. Employer: _____ Address: _____
From Mo/Yr: _____ To Mo/Yr: _____ Hrs. Per Week _____ Your Title: _____
Last Salary: \$ _____ Supervisor: _____ May we contact: YES NO Phone # _____
Name on employment record, if different from present name: _____
Reason for leaving: _____
Duties: _____

REFERENCES: Give names and addresses of three (3) people, not relatives or former employers, who have known you at least for one year.

	NAME	ADDRESS	TELEPHONE NUMBER
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

CERTIFICATION OF APPLICANT: I affirm, agree, and/or understand that all statements on this form are true and accurate and any misrepresentation or omission of facts may result in my being disqualified or my being discharged should I already be employed. I understand you may inquire into my background and conduct a fingerprint check. I further understand that I will be required to pass a physical after a contingent job offer has been made before beginning employment. Also, I understand that all employees of Energy Electric are employees-at-will, not contractual employees. If I have requested herein that my employer not be contacted, an offer of employment may be conditional upon acceptable information and verification from such employer prior to beginning work.

SIGNATURE _____ **DATE** _____