



P. O. Box 6058
Statesville, NC 28687

HARKEY ELECTRIC INC.

704-872-4640
Fax: 704-872-4643

Employment Application

APPLICANT INFORMATION

Full Name		Date
<i>Last</i>	<i>First</i>	<i>Middle</i>
Address		
City/State/Zip		
Home Phone		Cell Phone
Date Available	Desired Salary	/hour Position Applied For
Are you a citizen of the United States?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If no, are you authorized to work in the U.S.? Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you ever worked for Harkey Electric Inc?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, when? _____
Have you ever been convicted of a crime?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, explain. _____

EDUCATION

High School	Did you graduate?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Degree
Address			
College	Did you graduate?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Major
Address			
Other	Did you graduate?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Major
Address			

REFERENCES

Name	Relationship
Company	Phone
Address/City/State/Zip	
Name	Relationship
Company	Phone
Address/City/State/Zip	
Name	Relationship
Company	Phone
Address/City/State/Zip	

EMPLOYMENT HISTORY

Company Name		Phone
Address		Supervisor
Job Responsibilities		
From	To	Ending Salary
Reason for leaving		May we contact?
Company Name		Phone
Address		Supervisor
Job Responsibilities		
From	To	Ending Salary
Reason for leaving		May we contact?
Company Name		Phone
Address		Supervisor
Job Responsibilities		
From	To	Ending Salary
Reason for leaving		May we contact?

ADDITIONAL INFORMATION

Why are you interested in employment at Harkey Electric Inc?
What are your career goals?
How did you hear about this job opportunity?
Please list any special skills, licenses, or other information.

PLEASE READ CAREFULLY BEFORE SIGNING

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

In the event of any employment with Harkey Electric Inc., I will comply with all rules and regulations as set by Harkey Electric Inc. in any communication distributed to employees.

I authorize investigation of all statements contained herein, and the references, employers, or others listed to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and further release such companies/individuals from any and all liability for damages that may result from utilization of such information.

I hereby consent to the collection of a specimen of my urine and/or saliva/breath and to the testing of such specimens for drugs and/or alcohol in connection with my application for employment. Further, as a condition of my employment, I agree that at such time or times during my employment as Harkey Electric Inc. shall require, I will consent to undergo unanalysis, and/or saliva/breath alcohol testing in accordance with Harkey Electric Inc.'s Substance Abuse Policy. As an applicant, I understand that a positive test result will result in my rejection for employment at this time. If employed, I understand that the results of such test/s may be used by Harkey Electric Inc. to make decisions regarding my continued employment.

I further authorize and direct the testing laboratory and/or other testing sites to analyze my urine and/or saliva/breath specimens and to release the test results to Harkey Electric Inc. or their designee. I give my consent to any such agent to contact my personal physician/s as needed to confirm prescriptions taken or other relevant medical information.

I authorize Harkey Electric Inc. or its agent/s to obtain any and all information that pertains to my employment. This information may include, but will not be limited to, criminal reports, drug testing, and motor vehicle reports.

Any information collected for the purposes of employment decisions shall be kept in strict confidence.

I understand that employment with Harkey Electric Inc. is "at will," which means that either I or Harkey Electric Inc. may terminate this employment relationship at any time, with or without prior notice, and for any legal reason.

I hereby acknowledge that I have read and understand the above statements.

Applicant's Signature

Date