



JRT MECHANICAL, INC.

PO BOX 1450 BATTLE GROUND, WA 98604

PH 360 666 0330

FX 360 666 0830

Notice: JRT Mechanical, Inc. is an Equal Opportunity Employer. Please notify our receptionist if you need any accommodation or assistance with any part of our application process.

Specific Position Applied for: _____ **Today's Date:** _____

APPLICANTS: IN ORDER TO BE CONSIDERED FOR EMPLOYMENT, THIS APPLICATION MUST BE COMPLETED ENTIRELY. PLEASE REMEMBER TO PRINT CLEARLY, AND TO READ AND SIGN THE LAST PAGE.

Full Name

Home Phone

Address

City

State

Zip Code

Daytime or Message Phone

Email

Why are you interested in this particular job? _____

What skills and training qualify you for this position? _____

What portions of your work experience qualify you for this job?

EMPLOYMENT HISTORY

This section must be completed entirely. Do not substitute a resume, but if you have a resume available, please attach it. List all work experience, paid or unpaid, beginning with your current or most recent job. Include military experience as well as volunteer jobs that you wish to have considered as part of your qualifications for the position you are seeking.

Describe each job separately, emphasizing your specific tasks and any supervisory, technical or other responsibilities. Explain all breaks in continuous employment. If more space is needed, additional pages can be added.

PRESENT OR LAST POSITION

<hr/>		<hr/>
Employer		From (month) (year)
<hr/>		<hr/>
Address		To (month) (year)
<hr/>		
Your title	Supervisor's name and telephone	Full time__ Part time__
<hr/>		<hr/>
Duties/responsibilities (be specific)		Hrs/Wk. (Average)
<hr/>		Paid__ Unpaid__
<hr/>		_____ per hour
<hr/>		_____ per month
<hr/>		_____ per year
<hr/>		<hr/>
Reason for leaving or considering a change		Last yearly salary
<hr/>		
<hr/>		May we contact this
<hr/>		employer? (Y/N)

<hr/>		<hr/>
Employer		From (month) (year)
<hr/>		<hr/>
Address		To (month) (year)
<hr/>		
Your title	Supervisor's name and telephone	Full time__ Part time__
<hr/>		<hr/>
Duties/responsibilities (be specific)		Hrs/Wk. (average)
<hr/>		Paid__ Unpaid__
<hr/>		_____ per hour
<hr/>		_____ per month
<hr/>		_____ per year
<hr/>		<hr/>
Reason for leaving		Last yearly salary
<hr/>		
<hr/>		May we contact this
<hr/>		employer? (Y/N)
<hr/>		

Employer	From (month) (year)
Address	To (month) (year)
Your title Supervisor's name and telephone	Full time__ Part time__
Duties/responsibilities (be specific)	Hrs/Wk. (average)
	Paid__ Unpaid__
	_____ per hour
	_____ per month
	_____ per year
Reason for leaving	Last yearly salary
	May we contact this
	employer? (Y/N)

List ALL other positions you have held in the past ten years, beyond the three most recent ones. Attach additional sheets if necessary.

Employer	Address
Your title	Your salary
Dates of employment (mm/yy to mm/yy)	Reason for leaving
Employer	Address
Your title	Your salary
Dates of employment (mm/yy to mm/yy)	Reason for leaving

EDUCATION

Circle highest grade completed in school: 1 2 3 4 5 6 7 8 9 10 11 12 College: 1 2 3 4 Graduate: 1 2 3 4

	Name of School	Location	Diploma or Degree	Major
High School	_____	_____	_____	_____
College or University	_____	_____	_____	_____
Grad School	_____	_____	_____	_____
Vocational or Training	_____	_____	_____	_____

ADDITIONAL INFORMATION

Professional Memberships and Affiliations _____

Professional and Trade Licenses _____

Have you ever been employed by this company before? When? In what job? _____

PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING THIS APPLICATION

JRT Mechanical Inc. is an equal opportunity employer and does not discriminate on the basis of gender, age, race and color, religion, marital status, national origin, disability or veteran status. (____Initial here)

Interviews are given on a competitive basis, using job-related factors, after a written application has been received and reviewed. Because of the large number of applications received, not everyone who applies for a vacant position will be interviewed. (____initial here)

I understand that, if selected, I will be required to provide proof of my identity and my legal right to work in the United States prior to actual employment with JRT Mechanical, Inc. (____Initial here)

I consent to drug testing as may be requested by JRT Mechanical Inc.'s representatives. (____Initial here)

I certify that I have answered truthfully and have not knowingly withheld any information relative to my application. I understand that misrepresentation or material omission on this application will result in my being eliminated from further consideration. I further understand that, if accepted for employment, any misrepresentation or material omission which becomes known to JRT Mechanical, Inc., will result in immediate termination of my employment. (____Initial here)

I authorize all previous employers and supervisors, including all persons with and for whom I have worked, to give JRT Mechanical, Inc.'s representatives any and all information regarding me and my previous employment. I release JRT Mechanical, Inc., and all previous employers and supervisors from liability for any damages that may result from furnishing information to JRT Mechanical, Inc. (____Initial here)

In consideration of my employment, I agree to conform to the instructions, rules and policies of JRT Mechanical, Inc. My employment and compensation can be terminated at any time, with or without cause and with or without notice, at the option of either the company or myself. (____Initial here)

I agree that any disputes arising from my employment or termination of my employment will be resolved under the grievance procedure that is in effect in the employer's letter of employment. I understand that no representative of the company, except the President, has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the forgoing. (____Initial here)

Signed

Date