

# Jordan Transformer, LLC

## Employment Application

(PLEASE PRINT OR TYPE)

We deeply appreciate your interest in our organization and assure you that we are sincerely interested in your qualifications. A clear understanding of your background will aid us in placing you in the position that best meets your qualifications and may assist us in possible future upgrading. Please complete application and submit to [hr@jordantransformer.com](mailto:hr@jordantransformer.com).

POSITION			
Position(s) applying for			
Expected pay			
Full-Time or Part-Time		<input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time	
If Part-Time, what days and hours?			
On what date will you be available to work?			
How did you hear about this position?		<input type="checkbox"/> Indeed, LinkedIn, or other job search website <input type="checkbox"/> Jordan Transformer website <input type="checkbox"/> Newspaper <input type="checkbox"/> Friend or family <input type="checkbox"/> Other:	
PERSONAL INFORMATION			
Full Name			
Address			
Social Security Number		Date of Birth	
Phone Number		Email Address	
EDUCATION, TRAINING, AND AFFILIATIONS			
What is the highest level of education you have completed?		<input type="checkbox"/> High School/GED <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> PhD <input type="checkbox"/> Associates Degree <input type="checkbox"/> Master's Degree <input type="checkbox"/> Post Doctoral	
Do you speak any language(s) besides English?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, which one(s):			
Do you have any additional training, degrees, or certifications?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please describe:			
Do you belong to any groups, clubs, or associations related to this job or field?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please list:			

**ELIGIBILITY**Are you legally eligible for employment in the United States?  Yes  NoWere you previously employed by us?  Yes  No

If yes, when?

Would you be willing to take a company physical if offered the job?  Yes  NoWould you be willing to take a drug test if offered the job?  Yes  NoHave you ever been convicted of a crime, excluding misdemeanors and summary offenses, in the past seven years which has not been annulled or expunged or sealed by a court?  Yes  No

If yes, describe in full:

**WORK HISTORY****List below all present and past employment, beginning with your most recent employer (or attach résumé)**

## Position 1 (Current or most recent position)

Company Name:

Company Address:

Company Phone:

May we contact this employer?  Yes  No

Job Title:

Start date:

End date:

Describe the work you did:

Reason for leaving:

## Position 2

Company Name:

Company Address:

Company Phone:

May we contact this employer?  Yes  No

Job Title:

Start date:

End date:

Describe the work you did:

Reason for leaving:

Position 3			
Company Name:			
Company Address:			
Company Phone:			
May we contact this employer?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Job Title:			
Start date:		End date:	
Describe the work you did:			
Reason for leaving:			
Position 4			
Company Name:			
Company Address:			
Company Phone:			
May we contact this employer?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Job Title:			
Start date:		End date:	
Describe the work you did:			
Reason for leaving:			

The Civil Right Act of 1964 prohibits discrimination in employment because of race, color, religion, sex or national origin. Federal laws also prohibit discrimination on the basis of age with respect to certain individuals. The laws of most states also prohibit some or all of the above types of discrimination as well as some additional types such as discrimination based upon ancestry, marital status or physical or mental handicap or disability.

**PLEASE READ AND SIGN BELOW**

The facts set forth in my application for employment are true and complete. I understand that, if employed, false statements on this application shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation of my personal history and financial and credit record through any investigative or credit agencies or bureaus of your choice.

Date \_\_\_\_\_

Signature of Applicant \_\_\_\_\_