



A. J. KIRKWOOD & ASSOCIATES, INC.

An Employee Owned Company

APPLICATION FOR EMPLOYMENT

A.J. Kirkwood & Associates, Inc. is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, protected veteran or disabled status, or genetic information.

Personal Information

Name: _____ Date: _____
Last First Middle

Address: _____
Street City State Zip

Phone #: _____ Mobile #: _____

Email: _____ Are you 18 years or older? Yes No

May we contact you via your mobile # and/or email? Mobile # Yes No Email Yes No

Are you eligible for employment in the United States? Yes No

Employment Desired

Position: _____ Available start date: _____

Are you a CA state certified electrician? Yes No CA License #: _____

Are you a CA registered electrical trainee? Yes No CA Trainee #: _____

Do you have full time availability? Yes No Are you able to work overtime, if so requested? Yes No

Ever applied to this company before? Yes No Date: _____

How did you hear about this opportunity? _____

Are you able to perform the essential functions of the position with or without reasonable accommodation? Yes No
 (e.g. stand, walk, kneel, and bend for extended periods of time, climb up and down ladders, lift up to 50 lbs, work in hot and/or cold temperatures)

Education

	Name and location of school	Number of years attended	Diploma, degree, GED	Subjects studied
HIGH SCHOOL		X		
COLLEGE				
TRADE, BUSINESS, OR CORRESPONDENCE SCHOOL				

Have you ever attended or graduated from a formal apprenticeship? Yes No Name & location: _____ Date: _____

Additional certifications (e.g. OSHA10 or 30 Hour, Scaffold, HILTI, First Aid/CPR, Lifts): _____

Employment History – List current/most recent employer first. Provide a minimum of the past five years of employment. Please explain any gaps greater than three months in employment/school/military service. (Use additional paper if necessary)

Date (month & year)	Company Name & Address	Position	Reason for leaving	Supervisor's Name & Phone Number
Start date: _____ End date: _____				
Start date: _____ End date: _____				
Start date: _____ End date: _____				
Start date: _____ End date: _____				

Experience and Skills (check all that apply)

- | | | |
|---|---|--|
| <input type="checkbox"/> Harnesses / Fall Protection | <input type="checkbox"/> Bus Duct | <input type="checkbox"/> Conduits 1.25" & smaller |
| <input type="checkbox"/> Lock Out / Tag Out | <input type="checkbox"/> Feeders – Pull, Land | <input type="checkbox"/> Conduits 1.5" & larger |
| <input type="checkbox"/> OSPOD / Hospital | <input type="checkbox"/> Branch Wiring | <input type="checkbox"/> PVC |
| <input type="checkbox"/> Fire Alarms | <input type="checkbox"/> Install Transformers | <input type="checkbox"/> Rigid |
| <input type="checkbox"/> Voice Data | <input type="checkbox"/> Disconnects | <input type="checkbox"/> EMT |
| <input type="checkbox"/> Security | <input type="checkbox"/> Motor Control | <input type="checkbox"/> Layout |
| <input type="checkbox"/> Low Voltage Systems,
Other: _____ | <input type="checkbox"/> Mechanical Equipment | <input type="checkbox"/> Detailing |
| <input type="checkbox"/> Box Out | <input type="checkbox"/> Panel Install and Trim Out | <input type="checkbox"/> Troubleshooting |
| <input type="checkbox"/> Roping – Romex, MC (circle) | <input type="checkbox"/> Post-tension Slab Work | <input type="checkbox"/> Blueprint Reading – Architectural,
Structural, Electrical, Mechanical,
Plumbing (circle all that apply) |
| <input type="checkbox"/> Supervision – Crew Size _____ | <input type="checkbox"/> Conduits Slab on Grade | <input type="checkbox"/> Cable Tray |
| <input type="checkbox"/> Unit Sub-feeders | <input type="checkbox"/> Site Underground Conduit | <input type="checkbox"/> Temporary Power |
| <input type="checkbox"/> Light Fixture Install | <input type="checkbox"/> Trimble | <input type="checkbox"/> Lighting Control, which
Systems: _____ |
| <input type="checkbox"/> Set Service Gear – 1600+ Amps,
480+ Volts | <input type="checkbox"/> Deck Work | |
| | <input type="checkbox"/> Duct Banks & Trenching | |
| | <input type="checkbox"/> Setting Vaults | |

Additional skills that relate to the position: _____

APPLICATIONS THAT ARE NOT ENTIRELY COMPLETE WILL NOT BE CONSIDERED AND WILL BE DISCARDED

This application remains current for 30 days from the date of the application. At the end of that time, it will be necessary to submit a new application to be considered for employment.

AJ Kirkwood & Associates, Inc. (AJK), in considering my application for employment, may verify the information set forth on this application for accuracy and authenticity and obtain additional information relating to my background. I authorize all persons, schools, companies, corporations, credit bureaus, and law enforcement agencies to supply any information concerning my background. I hereby release A.J. Kirkwood & Associates, Inc. from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

I understand that AJK has a commitment to maintain an alcohol/drug-free workplace and that AJK, unless prohibited by state or federal law, requires a drug screening test as a part of its selection and hiring process for certain positions. I understand that, if required, such drug screening will consist of the testing of a urine sample or other medically recognized test designed to detect traceable amounts of a controlled substance in my body. If after a second confirmatory test reviewed by a Medical Review Officer, it is determined my specimen contains a prohibited controlled substance or was altered or substituted, I will be disqualified from consideration for employment and any offer of employment will be withdrawn.

I certify that the information on this application is correct and I understand that any misrepresentation or omission of any information will result in my disqualification from consideration for employment or, if employed, my dismissal. I understand that this application is not a contract, offer, or promise of employment and that if hired, I will be able to resign at any time for any reason. Likewise, the company can terminate my employment at any time with or without cause, unless otherwise required by law. I further understand that no one other than the President of AJK has the authority to enter into an employment contract or agreement with me, and that my at-will employment can be changed only by a written agreement signed by the President of AJK.

I have read, understand and agree to the above statements.

Date: _____ Signature: _____