

Employment Application



When complete, submit to Sal's Heating & Cooling, Inc. location or **Fax to: (440) 582-4899**

Please print in ink, answering all questions below.

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

_____ City State ZIP Code

Phone: () _____ E-mail Address: _____

Date of Birth: _____ Social Security No.: _____ Desired Hourly Rate / Salary: \$ _____

Position Applied for: _____

Date Available: _____ Are you authorized to work in the U.S.? YES NO

Miscellaneous

In the past 7 years, have you ever been convicted of a crime? YES NO

If yes, explain: _____

Do you have reliable transportation to work? YES NO Do you have a valid driver's license? YES NO

Education

School	Name & Location	Last Year Completed	Graduate? (Y/N)	Major
High School		1 2 3 4		
College		1 2 3 4		

Availability

	Mon.	Tues.	Wed.	Thur.	Fri.	Sat.	Sun.
<input type="checkbox"/> Part Time							
<input type="checkbox"/> Full Time							

Number of Hours Each Week: _____ From: _____ To: _____

Work History

May we contact your present employer (if any) about this application? YES NO

Company: _____ Phone: () _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Hourly Rate / Salary: \$ _____ Ending Hourly Rate / Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Work History (Continued)

Company: _____ Phone: (____) _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Hourly Rate / Salary: \$ _____ Ending Hourly Rate / Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: (____) _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Hourly Rate / Salary: \$ _____ Ending Hourly Rate / Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

School Related Extra Curricular Activities

Activity	Length of Time	Availability During this Time
	From	From
	To	To
	From	From
	To	To

Applicant's Statement — Please Read and Sign

I acknowledge that the facts set forth on this application are true and complete. I understand that any false statements or omission on this application shall be sufficient cause for dismissal. I understand that all employees of Sal's Heating & Cooling, Inc. are employees at will and that the employment relationship can be terminated at any time, with or without cause, at either the option of the employee or the option of Sal's Heating & Cooling, Inc. I agree that any controversy or dispute arising out of my employment with the Company, the interpretation of any Company regulations, or the action or inaction of any employee or owner of the Company herein shall be submitted to arbitration in North Royalton, Ohio before the under the commercial arbitration rules. Any award of decision obtained from any such arbitration proceeding shall be final and binding on the parties, and judgment upon any award thus obtained may be entered in any court having jurisdiction thereof. No action at law or in equity based upon any claim arising out of or related to my employment shall be instituted in any court by any employee except (a) an action to compel arbitration pursuant to this section or (b) an action to enforce an award obtained in an arbitration proceeding in accordance with this section.

I specifically authorize Sal's Heating & Cooling, Inc. to obtain any and all employment records, reports, information, data or copies thereof, from any of my previous employers listed on this application; and I further specifically authorize any previous employers to provide to Sal's Heating & Cooling, Inc. such information. Consumer reports may be obtained as part of Sal's Heating & Cooling Inc. evaluation of application/employment and may include my driving record, an assessment of my insurability under the Company's insurance coverages, or other consumer reports. I understand that I will be required to provide a urine sample for drug testing as a requirement of employment, and I hereby consent to provide a urine specimen to Sal's Heating & Cooling, Inc. and consent to the testing of that specimen by a laboratory chosen by Sal's Heating & Cooling Inc. management and/or to any outside reviewing agent chosen by Sal's Heating & Cooling, Inc.

Applicant Signature: _____ Date: _____

Notice to applicant: We are an equal opportunity employer. In compliance with federal and state equal opportunity laws, qualified applicants are considered for all positions without regard to race, color, sex, sexual orientation, national origin, age, military status, or disability status, or disability, as defined by federal and state law. Thank you again for your interest in working at Sal's Heating & Cooling, Inc. If we have an opening we feel you might be able to fill, the manager of this location will contact you. We will keep this application under consideration for 30 days. After 30 days, if you are still interested, you will need to reapply.