



Central

Mechanical Construction

An EMCOR Company

Equal Employment Opportunity Policy

EMCOR Group, Inc. is deeply committed to a policy of equal employment opportunity for all its job applicants and employees. We seek to employ qualified persons in all job classifications and to administer all personnel actions affecting our employees without discrimination on the basis of race, color, religion, sex, pregnancy, age, national origin, sexual orientation, gender identity, political ideology, ancestry, or genetic information. Individuals with a disability, disabled and other protected veterans and any other characteristic protected by applicable law will be given the fullest consideration for employment in positions for which they are qualified. We also are committed to making reasonable accommodations for qualified individuals with a disability as well as abiding by any and all state and local laws, which, in addition to the above, prohibit discrimination in any form.

APPLICATION DIRECTIONS

Complete all sections of the application, **even if the entries duplicate information in your resume or other documentation.** Resumes and other documents **are NOT** accepted in place of the information requested on this application. In order to be considered valid, all sections must be completely filled out. **Be sure to sign and date the form.**

PERSONAL INFORMATION (please print)

Last Name	First Name, Middle Initial	Home Phone	Cell Phone
Present Address (Street, Apartment Number)		City, State, Zip	Personal Email
How long have you lived at this address?			
Previous Address (Street, Apartment Number) if at present address less than 3 years:		City, State, Zip	How long did you live at this address?

EMPLOYMENT DESIRED

Position for which you are applying: _____

Salary desired _____ (Hourly)

How did you learn of this opening?

Advertisement _____

Referred by _____

Other _____

If hired, date you can start _____

What type of work are you seeking?

Full-time Part-time

Regular Temporary

If part-time:

Days _____

Hours _____

If temporary:

Weeks _____

Months _____

WORK HISTORY

(List most recent job first) Be sure to account for all information requested in the Work History section of this application (be sure to include the last seven years of employment history). May we contact your current employer? Yes No

Name and address of Employer _____
From _____ To _____ Telephone No. () _____
Position _____ Job Responsibilities _____
Salary: <input type="checkbox"/> hourly <input type="checkbox"/> weekly <input type="checkbox"/> annually Beginning \$ _____ Ending \$ _____
Reason for Leaving _____

Name and address of Employer _____

From _____ To _____ Telephone No. () _____

Position _____ Job Responsibilities _____

Salary: hourly weekly annually Beginning \$ _____ Ending \$ _____

Reason for Leaving _____

Name and address of Employer _____

From _____ To _____ Telephone No. () _____

Position _____ Job Responsibilities _____

Salary: hourly weekly annually Beginning \$ _____ Ending \$ _____

Reason for Leaving _____

Name and address of Employer _____

From _____ To _____ Telephone No. () _____

Position _____ Job Responsibilities _____

Salary: hourly weekly annually Beginning \$ _____ Ending \$ _____

Reason for Leaving _____

Name and address of Employer _____

From _____ To _____ Telephone No. () _____

Position _____ Job Responsibilities _____

Salary: hourly weekly annually Beginning \$ _____ Ending \$ _____

Reason for Leaving _____

EDUCATIONAL INFORMATION

School	Name & Address of School	Did you Graduate?	List Diploma, Degrees, Professional Licenses, Certifications
High School		Yes <input type="checkbox"/> No <input type="checkbox"/>	
College (Undergraduate)		Yes <input type="checkbox"/> No <input type="checkbox"/>	
College (Graduate School)		Yes <input type="checkbox"/> No <input type="checkbox"/>	
Other (i.e. vocational or trade schools, apprenticeship, etc.)		Yes <input type="checkbox"/> No <input type="checkbox"/>	

GENERAL BACKGROUND

Describe any special skills, experience, military service, education, or training you consider especially applicable to the position for which you are applying.

OTHER INFORMATION

Were you previously employed by EMCOR or any of its subsidiaries? Yes No

If yes, where and when?

Are you subject to a non-competition agreement or other agreement that would preclude or restrict your employment with Central Mechanical Construction Co., Inc? Yes No If yes, please describe below:

Are you 18 years of age or older? Yes No

(If under 18 years of age, applicant will be required to submit a work certificate if required by the State in which the applicant will be employed, if offered employment.)

If offered employment by Central Mechanical Construction, would you be legally eligible to begin employment immediately?

Yes No

Will you need any immigration-related support or sponsorship from Central Mechanical Construction Co., Inc in order to begin or continue employment with Central Mechanical Construction Co., Inc.? If you are currently on an F-1, H-1 or any other temporary work visa and have no alternate form of work authorization you should mark "Yes" to this question and complete the section below:

Yes No

If "Yes" please the type of sponsorship required (if known)

Type of Sponsorship Required

DRIVING INFORMATION

(If applying for a job that requires driving) Do you have a current and valid state drivers' license? Yes No

PRE-EMPLOYMENT STATEMENT

I hereby certify that the information provided on this application (and accompanying resume or other documentation, as applicable) is true and complete to the best of my knowledge. I understand that any falsified information or significant omissions in the hiring process may disqualify me from further consideration for employment and may be considered justification for termination if discovered at a later date.

I understand that my employment is at will, and that I have no express or implied contract with the Company concerning the terms and conditions of my employment. Both the Company and I have the right to terminate the employment relationship at any time, with or without cause, and with or without notice. I further acknowledge that I have not relied, or will not rely, upon any representations to the contrary, either in accepting employment with the Company or in continuing my employment with the Company. Also, the Company has the right to modify any policies adopted by the Company, and such policies do not create any contractual commitments by the Company.

I understand that according to federal law all individuals who are hired must, as a condition of employment, produce certain documentation to verify their identity and U.S. citizen status or, if aliens, their legal authorization to work in the U.S. As a consequence, I understand that any offer of employment would be contingent on my ability to produce the required documentation within the time period required by law.

Signature

Date of Application

IF APPLYING FOR A SERVICE/CONSTRUCTION POSITION:

Are you able to perform with or without reasonable accommodation, manual service/construction activities including:

- Lifting and carrying objects weighing up to forty (40) pounds? Yes No
- Reaching for, pushing and pulling materials and equipment? Yes No
- Climbing ladders and stairs? Yes No
- Traversing rough and uneven surfaces? Yes No
- Standing, balancing, walking, kneeling, crawling, stooping, twisting, and squatting to access work areas and to complete tasks? Yes No
- Responding to audio/visual warnings and alarms? Yes No
- Responding to verbal warnings and instructions? Yes No
- Communicating verbal warnings and instructions? Yes No

IF APPLYING FOR AN ADMINISTRATIVE/SUPPORT POSITION:

- Are you able to perform with or without reasonable accommodation, office activities including:
 Yes No
- Lifting and carrying objects weighing up to ten (10) pounds? Yes No
- Sitting for long periods of time up to eight (8) hours? Yes No
- Operating office equipment such as telephone, copiers, typewriters and computers?
 Yes No
- Accessing filing cabinets? Yes No

ALL POSITIONS:

Are you willing to travel? Yes No What percent of time? _____

Do you have adequate transportation to get to work on time each day?

Would you work overtime when scheduled or requested?

Would you work weekends when scheduled or requested?

OFFICE USE ONLY

Application Comments: _____

Call to Schedule Interview: Maximum 3 phone calls per position

DATE	TIME	POSITION	RESULTS

Interview-1: Scheduled Interview Date: _____ Time _____ Position _____

Time Applicant Arrived: _____ Interviewer _____

Rating: _____ (5-Good Hire, 1-Poor Hire)

Comments: _____

Date Position Offered: _____ Position Accepted? Yes No

Hire Date: _____ Start Date: _____ Wage: _____

Interview-2: Scheduled Interview Date: _____ Time _____ Position _____

Time Applicant Arrived: _____ Interviewer _____

Rating: _____ (5-Good Hire, 1-Poor Hire)

Comments: _____

Date Position Offered: _____ Position Accepted? Yes No

Hire Date: _____ Start Date: _____ Wage: _____