



# B.H.W. SHEET METAL COMPANY

Commercial- Industrial  
Contractors

## EMPLOYMENT APPLICATION

Please complete this application in as much detail as possible, even if you are also submitting a resume.  
Thank you for applying.

Are you applying for <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <b>Salary Desired \$</b> _____ (hourly)			
Name (print) _____			
Last	First	Middle	
Address _____			
Street		Apt.	
City _____		State _____	Postal Code _____
		Telephone # _____	Cell # _____
		Email: _____	

Education	Name of School	Grade / Year Completed	Major	Diploma / Degree
High School				
Community College				
Business, Trade or Technical School				
University				
Other				

**If employed or previously employed, please complete the following section starting with your most recent or current employer.**

Name of last employer (company)	Address (Street, City, State)	Telephone	<b>Company use only</b>
Type of work	Date started	Last date worked	Salary / Wage
May we contact your current employer for a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes, identify immediate supervisor who would know your name.  What was her/his title?	<b>References obtained</b>  Satisfactory Yes No
Position you held			Duties and responsibilities

Name of previous employer (company)		Address (street, city)		Telephone	<b>Company use only</b>
Type of work	Date started	Last date worked	Salary / Wage		
Position you held			Duties and responsibilities		Satisfactory Yes No Tel. <input type="checkbox"/> <input type="checkbox"/> Writ. <input type="checkbox"/> <input type="checkbox"/>

Name of previous employer (company)		Address (street, city)		Telephone	<b>Company use only</b>
Type of work	Date started	Last date worked	Salary / Wage		
Position you held			Duties and responsibilities		Satisfactory Yes No Tel. <input type="checkbox"/> <input type="checkbox"/> Writ. <input type="checkbox"/> <input type="checkbox"/>
Please list any other experiences or qualifications relevant to this position:					

AVAILABILITY (Please place a check indicating your availability to work)

Day's  Evenings  Nights  Weekends  On-call

References (Please list three references that are not related to you).		
Name _____	Position _____	Telephone _____
Name _____	Position _____	Telephone _____
Name _____	Position _____	Telephone _____

Do you have any existing injuries that may limit physical work which you can perform?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever been convicted of an Criminal offence for which you have not been pardoned and which may have some bearing upon the position for which you are applying	<input type="checkbox"/> Yes	<input type="checkbox"/> No
BHW Sheet Metal Company has a drug free policy. Are you willing to have a pre-hire drug test?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever been employed by BHW Sheet Metal Co.?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, when? _____		
At what location? _____ In what position? _____		

**PLEASE READ CAREFULLY BEFORE SIGNING**

I certify that the information contained in the above employment application and any document annexed to it is complete, exact and truthful in every respect. I understand that it is on the basis of the completeness, exactitude and truth of such information that any offer of employment might be extended. I understand and accept that any omission or untruth in these respects shall be considered sufficient cause for dismissal.

I hereby consent to the conduct of a personal background check by BHW Sheet Metal Company or their agents in connection with this application, relating to the position for which I am applying.

I agree that failure to comply with a drug test will result in a positive drug test and will eliminate my chances to be employed at BHW.

I agree that BHW Sheet Metal Company can contact the above work references and work history employers.

Furthermore, if hired, I agree to respect and adhere to all BHW Sheet Metal Company policies and regulations including drug screening.

BHW Sheet Metal Company is an equal opportunity employer.

We thank all candidates for their interest, however, only those candidates considered for an interview will be contacted.

**I have carefully read, and agree to the above.**

\_\_\_\_\_  
Signature: Name

\_\_\_\_\_  
Date: