



Employment Application
 P.O. Box 27186
 Richmond, VA 23261
 804.643.2725
 e-mail: personnel@sydnorhydro.com

AN EQUAL OPPORTUNITY EMPLOYER

Position Applied for: _____ Date Available for work: _____
 Referral Source: _____ Advertisement _____ Friend _____ Relative _____
 _____ Walk in _____ Agency _____ Other _____

PERSONAL INFORMATION

Name: _____ Social Security Number: _____

Address: _____
 Street City State Zip Home Telephone Number

May we contact you at work? _____ Yes _____ No _____ Cell # _____

May we contact your current employer? _____ Yes _____ No

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

Do you have a valid drivers license? _____ Yes _____ No CDL License? _____

Are you willing to travel if required? _____ Yes _____ No

Will you work overtime if required? _____ Yes _____ No

Have you ever been employed here? _____ Yes _____ No If yes, when? _____

Have you ever been convicted of a felony? _____ Yes _____ No
 If yes, please explain: _____

EDUCATION

Dates Attended	School Name	City, State	No. of Years	Did you Grad.	Grad Year	Major Course

EMPLOYMENT EXPERIENCE

Employer	Dates Employed From To	Work Performed
Address	City / State / Zip	
Job Title	Hourly Rate Starting Final	
Supervisor	Phone Number	
Reason for Leaving		

Employer	Dates Employed From To	Work Performed
Address	City / State / Zip	
Job Title	Hourly Rate Starting Final	
Supervisor	Phone Number	
Reason for Leaving		

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Address	City / State / Zip	
Job Title	Hourly Rate Starting Final	
Supervisor	Phone Number	
Reason for Leaving		

SKILLS (LABOR)

Please check the skills in which you have training or experience:

_____ Carpentry _____ Masonry _____ Pump Repair _____ Welding
_____ Construction _____ Mechanic _____ Truck Driving _____ Well Drilling
_____ Electrical _____ Pipe laying _____ Warehousing _____ Other

If other, please explain: _____

SKILLS (CLERICAL)

Please check the skills in which you have training or experience:

_____ Typing _____ words / min. _____ 10 Key Data Entry Other: _____

SOFTWARE SKILL LEVEL

	Low	Medium	High	Program Name
Word Processing	_____	_____	_____	_____
Spreadsheet	_____	_____	_____	_____
Data Base	_____	_____	_____	_____
Graphics / Photo	_____	_____	_____	_____
Presentation	_____	_____	_____	_____

REFERENCES

List three references not related to you and not previous supervisors.

Name: _____ Phone Number: _____ Relationship _____
Address: _____ City, State, Zip: _____

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Name: _____ Phone Number: _____ Relationship _____
Address: _____ City, State, Zip: _____

It is understood and agreed that any misrepresentation by me in this application will be sufficient cause for cancellation of this application and / or separation from the employer's service if I have been employed. Furthermore, I understand that just as I am free to resign at any time, the Employer reserves the right to terminate my employment at any time, with or without cause and without prior notice. I understand that no representative of the Employer has the authority to make any assurances to the contrary.

I give the Employer the right to investigate all references and to secure additional information about me, if job related. I hereby release from liability the Employer and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.

This application is current for only (90) days. At the conclusion of this time, if I have not heard from the Employer and still wish to considered for employment, it will be necessary for me to fill out a new application.

Signature of Applicant: _____

Date: ____ / ____ / ____