



LEE ELECTRICAL CONSTRUCTION, INC.

POST OFFICE BOX 55 • ABERDEEN, NC 28315-0055 • OFFICE: (910) 944-9728 • FAX: (910) 944-0751

Employment Application

Lee Electrical Construction is an equal opportunity employer and does not discriminate in hiring or employment on the basis of race, color, sex, religion, genetic information, disability, national origin, citizenship, military status/ veteran status, or on the basis of age with respect to persons 18 years or old. No question on the application is intended to secure information to be used for such discrimination. **Proof of identity and work authorization will be required upon employment in accordance with federal regulations.**

PERSONAL INFORMATION

Last Name	First Name	Middle	Date
Street Address		Home Phone	
City, State, Zip		Job Applied For	
Mailing Address (if different from above)		Pay Expected	
Have you ever applied for employment or been employed with Lee Electrical?		Are you at least age 18?	
Apart from absences for religious observances, are you available to work full time? If no, when can you work?		When could you start work?	
Are you available to travel and or stay out of town if needed?		Would you work overtime if asked?	
Are you legally eligible for employment in the United States?		Do you have a valid license?	
If requested, would you be able to get a Commercial Drivers License?			
Have you ever been convicted of a crime other than a minor traffic violation? If yes, explain			

EDUCATION: Please indicate education or training which you believe qualifies you for the position you are seeking.

High School	City, State	# years completed	Diploma/GED received
College/Technical School	City, State	# years completed	Major or Degree Earned
Other Training or Degrees	City, State	Course	Degree or Certificate Earned

WORK HISTORY: Are you currently covered by a non-compete agreement with any former employer? If yes, identify employer _____.

Company Name	Dates of Employment
Address	Telephone
Supervisor's Name	Pay Rate
State Position and Describe Job Duties	
Reason for Leaving	May We Contact

Company Name	Dates of Employment
Address	Telephone
Supervisor's Name	Pay Rate
State Position and Describe Job Duties	
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**Please use the back of the application, if needed, for additional employment history.

PROFESSIONAL REFERENCES: Give three references who are not relatives or former employers.

Name	Occupation	Years Known	Phone and Address

MILITARY: Branch of Service: _____

Duties in the service, including schools and training: _____

SPECIAL SKILLS & PROFESSIONAL MEMBERSHIPS: What knowledge, special technical or computer skills, and/or other qualifications have you acquired from employment or other experience? Include any specific equipment that you can proficiently operate and/or any software applications you are proficient in. _____

AFFIDAVIT

I authorize, without liability, investigation of all statements in this application.

I authorize all schools which I attended and all previous employers to furnish to Lee Electrical Construction my record, reason for leaving and all information they may have concerning me, and hereby release them and Lee Electrical Construction from all liability for any damage whatsoever arising there from.

I understand that in the event of my employment by Lee Electrical Construction it shall be sufficient cause for dismissal if any of the information I have given in this application is false or if I have failed to give any information herein requested. I understand that proof of identity and work authorization will be required upon employment in accordance with federal regulations. In the event of my employment by Lee Electrical Construction, I agree to abide by all present and subsequently issued rules of the Company.

If hired, in consideration of my employment, I agree to comply with the policies, standards, and business ethics of Lee Electrical Construction. I understand that my employment is at will and may be terminated by me or the company at any time without additional consideration or notice. I understand that no representative of Lee Electrical Construction has the authority to commit to any definite term of employment or alter the at-will employment agreement, and any such agreement must be in writing.

Signature _____ Date _____



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Applicant Data Record

Lee-Electrical Construction, Inc. is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, sexual orientation, medical condition or handicap, or veteran status.

As an employer/government sub-contractor, we comply with government regulations and affirmative action responsibilities. Completion of this data is voluntary and will not affect your opportunity for employment, or terms or conditions of employment, if hired. Identification can be declared at any time prior to, or if applicable, after hire. Please return this page with your application.

The information below will be used only in the compilation of data for EEO and/or Affirmative Action reporting. This information will be kept in a confidential file separate from your application.

Please complete in full

Date: _____ Position Applied For: _____

Name: _____

Gender: Please check one.

Male Female

Ethnic Group: Please check one of the descriptions below corresponding to the ethnic group with which you most identify.

American Indian or Alaskan Native (Not Hispanic or Latino) – A person having origins in any of the original peoples of North America and South America (including Central America), and who maintains tribal affiliation or community attachment.

Asian (Not Hispanic or Latino) – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Black or African American (Not Hispanic or Latino) – A person having origins in any of the Black racial groups of Africa.

Hispanic or Latino – A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino) – A person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands.

White (Not Hispanic or Latino) – A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.

Two or More Races (Not Hispanic or Latino) – All persons who identify with more than one of the above six races.

Race missing or unknown – Applies to **Applicants Only**, where a resume or application that is screened is received without any racial or ethnic identification and no further contact is made with the applicant.

Please identify where you learned about an employment opportunity with Lee Electrical Construction, Inc.

- | | |
|--|---|
| <input type="checkbox"/> Newspaper Ad | <input type="checkbox"/> Walk-In |
| <input type="checkbox"/> Tech School/College Placement | <input type="checkbox"/> State Employment Service |
| <input type="checkbox"/> Employee Referral | <input type="checkbox"/> Internet Ad |
| <input type="checkbox"/> Employment Agency/Recruiter | <input type="checkbox"/> Other: _____ |

