



2051 N. Holly Ave.  
Lake Havasu City, AZ 86403  
(928) 453-7189  
fax: 928 855-7809

## EMPLOYMENT APPLICATION FORM

PLEASE PRINT OR TYPE

### A. APPLICATION DATA

Position(s) Desired \_\_\_\_\_

Date of Application \_\_\_\_\_

### B. PERSONAL DATA

Name \_\_\_\_\_

(Last)

(First)

(Middle)

Present Address \_\_\_\_\_

(Street)

(City)

(State)

(ZIP)

Permanent Address \_\_\_\_\_

(Street)

(City)

(State)

(ZIP)

Telephone ( ) - \_\_\_\_\_

Social Security Number - - \_\_\_\_\_

- Yes  No Are you a U.S. Citizen, or if not, do you have legal authorization to work in the United States?
- Yes  No Are you 18 years or Older?

### C. EMPLOYMENT DATA

- Yes  No Are you currently employed?  
If yes, may we contact your Present Employer?  Yes  No

- Yes  No Have you applied to Craig Plumbing before?

- Yes  No Have you worked at Craig Plumbing before?

If yes, when \_\_\_\_\_

If yes, reason for leaving \_\_\_\_\_

If yes, name of last Supervisor \_\_\_\_\_

- Yes  No To your knowledge, can you perform the essential functions of the job for which you are applying with or without reasonable accommodation?

Date You Can Start: \_\_\_\_\_

Salary Desired: \_\_\_\_\_

Who Referred You :  Employment Agency  Classified  Friend  Walk In  Other:

## D. PERSONAL REFERENCES

List three persons who have firsthand knowledge of your personality, character, and work habits. Former employers and/or co-workers are preferred. Please do not include relatives and/or personal friends. (Certified applicants: Also do not include those references in your college placement records.)

Name	Address (Street, City, State, and Zip)	Telephone	Position or Occupation

SS047

## E. EDUCATION AND PROFESSIONAL TRAINING

School Name	Location (City and State)	Diploma / Degree	Major or Field of Study
High School		(or highest grade completed)	
College / University		(or semester hours completed)	
Trade, Business, Military, etc.			

## F. PERSONAL SKILLS

To the extent you desire, disclose honors and awards received, publications, foreign language skills, skills with certain machines or tools, and similar information that you believe would assist us in evaluating your qualifications for the position(s) for which you are applying (do not include political, religious, or club affiliations).

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## H. CRIMINAL HISTORY INFORMATION

Because of the responsibility Craig Plumbing Contractors has to the community, the following information is needed from all applicants and employees regarding convictions. \*A record on conviction does not automatically prohibit employment. However, failure to complete this form accurately and completely may mean disqualification from consideration for employment or may be cause for consideration of dismissal if employed, and may result in prosecution for filing false information with a public agency. Applicants and employees must report any convictions that occur subsequent to the time they initially complete this form. Questions regarding this information should be directed to the Director of Personnel Services. Please read carefully and answer every question.

Yes  No Have you ever been convicted of a minor offense other than traffic violations(s)?

Yes  No Have you ever been convicted of a felony?

**Under penalty of prosecution and dismissal, I hereby certify that the information presented on this application is true, accurate and complete. I authorize the investigation of all statements contained herein and understand that any document relevant to this information may be reviewed by any agents of Craig Plumbing Contractors. I authorize Craig Plumbing Contractors to make reference checks and I will execute such any document needed to facilitate this review. I understand that my employment is not finalized until the background investigation has been completed. I understand that misrepresentation or omission of pertinent facts may be cause for withdrawal of any offer of employment or dismissal.**

**Applicant's Signature**

**Date**

– AN EQUAL OPPORTUNITY EMPLOYER –

Applicants are considered for the job based upon job-related qualifications, without regard to race, religion, color, age, sexual orientation, national origin, sex, physical handicap or disability or other protected classifications under state and federal equal opportunity laws.

**PLEASE MAIL OR DELIVER COMPLETED APPLIACTION TO:**

Craig Plumbing Contractors  
Attn: Human Resources  
2015 N. Holly Ave.  
Lake Havasu City, AZ 86403

**YOU MAY FAX THE COMPLETED APPLICATION TO:**

928-855-7809