# KELLY AIR CONDITIONING & HEATING
### WE TAKE CARE OF YOUR AIR
### SINCE 1970    903-839-4472

# APPLICATION FOR EMPLOYMENT

208 State Hwy 110 S.
Whitehouse, TX 75791
kellyacinc@gmail.com

| **Applicant Information** |
| --- |

Full Name: _____    Date: _____
*Last*                          *First*                          *M.I.*

Address: _____
*Street Address*                                         *Apartment/Unit #*

_____
*City*                                         *State*          *ZIP Code*

Date Available: _____    Social Security No.: _____    Date of Birth: _____

Phone: _____    Email: _____

Do you smoke? _____    Sex: **M:** _____ **F:** _____

Height: _____    Weight: _____

Marital Status: _____    Dependents: _____ **(Include yourself)**

Position Applied for: _____

Full-Time or Part-Time: _____

Are you a citizen of the United States?    YES ☐    NO ☐      If no, are you authorized to work in the U.S.?    YES ☐    NO ☐

Have you ever worked for this company?    YES ☐    NO ☐      If yes, when? _____

Have you ever been convicted of a felony?    YES ☐    NO ☐

If yes, explain: _____

_____

## Education

High School:                             Address:

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Diploma:: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

## References

*Please list three professional references.*

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

## Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:$ _____ Ending Salary:$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference?  YES ☐  NO ☐

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Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:$ _____ Ending Salary:$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference?  YES ☐  NO ☐

## Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

## Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

Signature: _____ Date: _____