

APPLICATION FOR EMPLOYMENT



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Thank you for considering Altech Electric of Central Florida, Inc.

We are a locally owned and operated company and have been serving the Central Florida region since 1988. We pride ourselves on offering competitive pricing, while providing superior quality and performance. We focus mainly on commercial new construction and on-demand commercial service. We have established long term relationships with multiple contractors who continue to work with us, due to our integrity and commitment to customer service.

We have multiple projects across Central Florida in progress, with more waiting to start!

Compensation is based on experience. Our company is continually growing, expanding, and in search of knowledgeable, willing and capable people. We have an increasing demand for honest, ambitious people for whom we can provide an opportunity. Our recruitment policy has enabled the company to promote the majority of its management personnel from within.

Positions we are looking to fill include:

- Service Technicians
- Foreman
- Mechanics
- Experienced Helpers

After 90 day probationary period benefits include:

- Paid Holidays
- Company Match Health Insurance
- Paid Vacation
- Voluntary Dental
- 401k
- Voluntary Vision

You must have reliable transportation and be able to pass a standard drug screen.

 **ALTECH ELECTRIC** OF CENTRAL FLORIDA, INC.
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APPLICATION FOR EMPLOYMENT

POSITION(S) APPLYING FOR:

APPLICATION DATE:

PERSONAL INFORMATION

FIRST NAME:

LAST NAME:

ADDRESS:

CITY:

STATE:

ZIP:

HOME PHONE:

CELL PHONE:

EMAIL ADDRESS:

ARE YOU 18 OR OLDER?

YES

NO

HAVE YOU EVER FILED A WORKERS COMPENSATION CLAIM?

YES

NO

IF SO, PLEASE LIST DATE AND EXPLANATION

ARE YOU ABLE TO PERFORM THE ESSENTIAL FUNCTIONS OF THE POSITION YOU ARE APPLYING FOR WITH OR WITHOUT ACCOMMODATIONS? WITH ACCOMMODATIONS WITHOUT

EMPLOYMENT INFORMATION

ARE YOU LEGALLY ELIGIBLE FOR EMPLOYMENT IN THE U.S.? YES NO

CURRENT EMPLOYER (if any):

YEARS OF WORK EXPERIENCE DIRECTLY RELATED TO THE POSITION YOU ARE APPLYING FOR:

EMPLOYMENT TYPE DESIRED: FULL TIME PART TIME DAYS NIGHTS

DESIRED COMPENSATION: _____ HOURLY ANNUALLY CAN YOU WORK OVERTIME? YES NO

OTHER COMPENSATION DESIRED:

WHEN ARE YOU AVAILABLE TO START WORK?

EDUCATION

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	# OF YEARS COMPLETED	COURSE, MAJOR, DEGREE
HIGH SCHOOL				
COLLEGE				
BUSINESS/TRADE SCHOOL				
PROFESSIONAL SCHOOL				

CRIMINAL HISTORY

HAVE YOU EVER BEEN CONVICTED OF A FELONY OR MISDEMEANOR (except any minor traffic violations)

YES

NO

IF YES, PLEASE EXPLAIN AND ATTACH ANY RELEVANT DOCUMENTATION

DRIVER'S LICENSE INFORMATION

DO YOU HAVE A VALID DRIVER'S LICENSE? YES NO

DO YOU HAVE RELIABLE TRANSPORTATION TO WORK? (BE SPECIFIC)

DRIVER'S LICENSE #: STATE OF ISSUE:

TYPE: OPERATOR CDL CHAUFFEUR

DO YOU HAVE A CLEAN DRIVING RECORD? YES NO

LIST ANY MOVING VIOLATIONS AND/OR ACCIDENTS FROM THE PAST 3 YEARS:

MILITARY SERVICE

HAVE YOU EVER BEEN A MEMBER OF THE ARMED FORCES? YES NO

BRANCH:

ARE YOU CURRENTLY A MEMBER OF THE NATIONAL GUARD OR RESERVES? YES NO

SPECIALTY: DATE ENTERED: DISCHARGE DATE:

WORK EXPERIENCEPLEASE LIST YOUR WORK EXPERIENCE FOR THE PAST 5 YEARS, BEGINNING WITH YOUR MOST RECENT JOB.
IF YOU WERE SELF-EMPLOYED, GIVE OPERATING NAME.

NAME OF EMPLOYER:	NAME OF LAST SUPERVISOR:	EMPLOYMENT DATE RANGE:	PAY/SALARY:
FULL ADDRESS:		FROM: TO:	START: FINAL:
	LAST JOB TITLE:		
PHONE NUMBER:			
SPECIFIC REASON FOR LEAVING:			
LIST THE JOBS YOU HELD, DUTIES PERFORMED, SKILL USED/LEARNED, ADVANCEMENTS OR PROMOTIONS WHILE YOU WORKED AT THIS COMPANY.			
MAY WE CONTACT THIS EMPLOYER? YES NO			

NAME OF EMPLOYER:	NAME OF LAST SUPERVISOR:	EMPLOYMENT DATE RANGE:	PAY/SALARY:
FULL ADDRESS:		FROM: TO:	START: FINAL:
	LAST JOB TITLE:		
PHONE NUMBER:			
SPECIFIC REASON FOR LEAVING:			
LIST THE JOBS YOU HELD, DUTIES PERFORMED, SKILL USED/LEARNED, ADVANCEMENTS OR PROMOTIONS WHILE YOU WORKED AT THIS COMPANY.			
MAY WE CONTACT THIS EMPLOYER? YES NO			

WORK EXPERIENCE (CONTINUED)

NAME OF EMPLOYER:	NAME OF LAST SUPERVISOR:	EMPLOYMENT DATE RANGE:	PAY/SALARY:
FULL ADDRESS:		FROM:	START:
		TO:	FINAL:
PHONE NUMBER:	LAST JOB TITLE:		
SPECIFIC REASON FOR LEAVING:			
LIST THE JOBS YOU HELD, DUTIES PERFORMED, SKILL USED/LEARNED, ADVANCEMENTS OR PROMOTIONS WHILE YOU WORKED AT THIS COMPANY.			
MAY WE CONTACT THIS EMPLOYER? YES NO			

NAME OF EMPLOYER:	NAME OF LAST SUPERVISOR:	EMPLOYMENT DATE RANGE:	PAY/SALARY:
FULL ADDRESS:		FROM:	START:
		TO:	FINAL:
PHONE NUMBER:	LAST JOB TITLE:		
SPECIFIC REASON FOR LEAVING:			
LIST THE JOBS YOU HELD, DUTIES PERFORMED, SKILL USED/LEARNED, ADVANCEMENTS OR PROMOTIONS WHILE YOU WORKED AT THIS COMPANY.			
MAY WE CONTACT THIS EMPLOYER? YES NO			

SKILLS/ELECTRICAL SKILLS

ONLY SELECT THE SPECIFIC SKILLS THAT YOU CONSIDER YOURSELF TO BE VERY KNOWLEDGEABLE ABOUT - HAVING A HIGH LEVEL OF COMPETENCY

WHAT TYPES OF SYSTEMS HAVE YOU WORKED WITH? (SELECT ALL THAT APPLY)

ACCESS CONTROL	LOW VOLTAGE	SOLID STATE
CCTV	MANUFACTURING EQUIP.	STREET & HIGHWAY
CLIMATE CONTROL	MECHANICAL SYSTEMS	LIGHTING
DATA	MEDIUM VOLTAGE	TRAFFIC SIGNALING
ELEVATORS	OVERHEAD CRANES	TRANSISTORIZED
EMERGENCY CRITICAL LOAD	PNEUMATIC SYSTEMS	SUBSYSTEMS
DISTRIBUTION SYSTEMS	POWER DISTRIBUTION	VOICE/TELECOM
FIRE SYSTEMS	RADIO-RF	
HIGH VOLTAGE	SECURITY SYSTEMS	
HYDRAULIC SYSTEMS	SIGNALING SYSTEMS	

SKILLS/ELECTRICAL SKILLS (CONTINUED)

WHAT TYPES OF WIRING HAVE YOU WORKED WITH? (SELECT ALL THAT APPLY)

110	4160	CAT5	FIBER OPTIC
220	480	COAX	PHONE

WHAT SPECIFIC PARTS, ACCESSORIES, OR FIXTURES HAVE YOU WORKED WITH? (SELECT ALL THAT APPLY)

3 WAY SWITCHES	SWITCHGEAR ASSEMBLIES	MOTOR CONTROLS
AC	FLUORESCENT LIGHTING	OUTLETS/RECEPTACLES
ATTIC FANS	FUSE BOXES	PANEL BOARDS
CEILING FANS	FUSES	PLC
CIRCUIT BREAKER BOX	GENERATORS	RELAYS
CONDUIT PIPE	HALOGEN LIGHTING	SERVICE BOX
CONDUIT TUBING	INTERCOMS	TERMINALS
CONTROL PANEL	LIGHT FIXTURES- LED	TRANSFORMERS
DC	LIGHT FIXTURES- RECESSED	VARIABLE FREQUENCY
DIMMER SWITCHES	LIGHT FIXTURES- SURFACE MOUNT	DRIVE
DIMMING CONTROLS	LIGHTING CONTROLS	WALL SWITCH
ELECTRIC METER	LOAD CENTERS	

WHAT APPLICATIONS DO YOU HAVE EXPERIENCE WITH?

AIRCRAFT	HOSPITAL/MEDICAL	OFF-SHORE
CLEAN ROOMS	INDUSTRIAL	PUBLIC UTILITIES
COMMERCIAL	MANUFACTURING	RESIDENTIAL
FLOATING FLOOR	MARINE	SCHOOLS
GOVERNMENT PROJECTS	MULTI-FAMILY	TENANT BUILD-OUT

WHAT JOB FUNCTIONS HAVE YOU PERFORMED? (SELECT ALL THAT APPLY)

ACTIVITY REPORTING	DRIVER	MATERIAL HANDLER
ACTIVITY TRACKING	DRYWALL REPAIR	NAT'L ELECTRIC CODE
ADVERTISING (TV-RADIO)	ELECTRICAL COMPATIBILITY	NEC STANDARDS
ADVERTISING (ONLINE)	ENGINEER/PE	NEGOTIATE CONTRACTS
ADVERTISING (PRINT)	ESTIMATOR	NETA
AIR HAMMER OPERATION	EXECUTIVE	OEM
ANSI	EXPENSE REPORTS	OPERATE POWER TOOLS
APPLIANCE INSTALLATION	FABRICATING	OPERATIONS MANAGER
ASSEMBLING	FACILITY MGR	P&L
BUDGETING	FIELD SUPERVISOR	PLAN-O-GRAMS/SCHEMATICS
BUILDING CODES	FORECASTING	PLAN/SPEC
BUSINESS DEVELOPMENT	FOREMAN	PLANNING
CALL CENTER MGMT	GENERAL CONSTRUCTION	POLICY/PROCEDURE DEVEL
CARPENTRY	GENERAL MANAGER	POWER TOOLS
CHANGE ORDERS	GOAL SETTING	PREPARE FINANCIAL REPORTS
CHANNEL DEVELOPMENT	IEEE	PRESENTATION PREPARATION
CLIENT INTERACTION	INSPECTOR	PREVENTATIVE MAINTENANCE
CLIENT/ACCT MGMT	INSTALL CONDUIT	PRODUCT DEMO
COMPUTER LITERATE	INSTALLATION-NEW CONSTRUCT	PRODUCTION SPECIALIST
CONDUIT BENDING	INSTALLATION-REPAIR	PROJECT MANAGEMENT
CONNECTING WIRES	INSTRUCTOR	PROJECT SCHEDULING
CONSULTING/SALES	INTERNATIONAL	PROPOSAL PRESENTATION
CONTRACT NEGOTIATIONS	INVENTORY CONTROL	PUNCH LIST
CONTRACT/PROPOSAL PREP	JOURNEYMAN	PURCHASE ORDERS
CONVENTIONS	LEADERSHIP	PURCHASING
CUSTOMER SERVICE	MACHINE OPERATOR	QUALITY ASSURANCE/CONTROL
DATA ENTRY	MAINTENANCE- APT	READ BLUEPRINTS
DEPARTMENT FORECASTING	MAINTENANCE- COMM BLDG	READ SCHEMATICS
DESIGN/BUILD	MANAGER	REPORT CREATION
DISPATCHING	MANUFACTURER REP	RESEARCH
DRAFTING/DRAFTSMAN	MARKET ANALYSIS	REWIRE STRUCTURES

SKILLS/ELECTRICAL SKILLS (CONTINUED)

ROUGH-IN	SERVICE TECHNICIAN	TEST METER OPERATION
RUN WIRE IN CONDUITS	SERVICE AGREEMENTS	TRACING SHORT CIRCUITS
RUN WIRE UNDERGROUND	SHIPPING COORDINATION	TRAINER
SAFETY	SHIPPING/RECEIVING	TROUBLESHOOTING
SAFETY COORDINATOR	SIZING WIRES/CABLES	USING AMMETERS
SALES-IN HOME	SOLDERING	USING OHMMETERS
SALES-RETAIL	STAFFING	USING VOLTMETERS
SALES-WHOLESALE	SUPERINTENDENT	VENDOR COORDINATION
SALES MGMT	TAKE-OFFS	WIRING-CONNECTING
SALES MGMT-NATIONAL	TEAM BUILDING	WIRING-INSTALLATION
SALES MGMT- REGIONAL	TELEMARKETING	WIRING- TESTING
SALES TRAINING DEVELOPMENT	TERRITORY MGMT	

WHAT COMPUTER RELATED EXPERIENCE DO YOU HAVE? (SELECT ALL THAT APPLY)

ACT	FOUNDATION	MS EXCEL	MS WORD
APPROACH	GOLDMINE	MS OFFICE	SALESLOGIX
AUTOCAD	MCCORMICK	MS POWER POINT	WINSALES
ESTIMATION	MS ACCESS	MS PROJECT	
OTHER:			

CERTIFICATIONS & LICENSES

WHAT CERTIFICATIONS & LICENSES DO YOU HOLD? (SELECT ALL THAT APPLY)

APPRENTICE ELECTRICIAN	LIC#	STATE ISSUED:
JOURNEYMAN ELECTRICIAN	LIC#	STATE ISSUED:
MASTER ELECTRICIAN LICENSE	LIC#	STATE ISSUED:
STATE ELECTRICAL CONTRACTOR	LIC#	STATE ISSUED:
REGISTERED PROF. ENGINEER	LIC#	STATE ISSUED:

OTHER LICENSES AND CERTIFICATIONS HELD

ADDITIONAL INFORMATION

USE THIS SPACE BELOW TO SUMMARIZE ADDITIONAL INFORMATION NECESSARY TO DESCRIBE YOUR FULL QUALIFICATIONS FOR THE SPECIFIC POSITION FOR WHICH YOU ARE APPLYING. PLEASE ATTACH RESUMES TO THE APPLICATION.

PROFESSIONAL REFERENCES

PLEASE LIST 3-4 PEOPLE YOU HAVE *WORKED WITH* WHO CAN ATTEST TO YOUR ON THE JOB PERFORMANCE

NAME:
POSITION:
COMPANY:
TELEPHONE:
EMAIL:

NAME:
POSITION:
COMPANY:
TELEPHONE:
EMAIL:

NAME:
POSITION:
COMPANY:
TELEPHONE:
EMAIL:

NAME:
POSITION:
COMPANY:
TELEPHONE:
EMAIL:

DID YOU COMPLETE THIS APPLICATION YOURSELF? YES NO
IF NOT, WHO DID?

AGREEMENT (PLEASE READ CAREFULLY)

I certify that all the information on this application is accurate and complete, to the best of my knowledge, and I understand that misleading or false statements will constitute sufficient cause for refusal to hire or termination of my employment.

I understand that neither the acceptance of this application, nor the subsequent entry into any type of employment with Altech Electric of Central Florida, Inc. (hereinforth "Altech Electric") creates an actual or implied contract of employment. I understand that, if I accept an employment opportunity with Altech Electric, it will be on an "at-will" basis. This means that either Altech Electric or I, both have the right to terminate the employment relationship at any time, for an reason, with or without cause.

I agree that upon receiving an employment offer, it will be conditional based upon my answers to a medical history questionnaire. I understand that Altech Electric keeps all medical records and information confidential and in separate medical files, as required by law.

I agree to submit to drug and alcohol testing, if requested by Altech Electric and to investigate information concerning my education, licensing, certifications, driving history, criminal history, employment experiences, and all other aspects of my background relevant to my proposed employment. I release Altech Electric, and its employees and vendors from any and all liability arising from or related to such testing and investigation.

SIGNATURE OF
APPLICANT: _____

DATE: _____

PRINT NAME: _____

Altech Electric of Central Florida, Inc. is an Equal Opportunity Employer. We adhere to a policy of making employment decisions without regards to race, color, religion, ethnicity, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your employment with Altech Electric depends solely on your qualifications.