

APPLICATION FOR EMPLOYMENT

**EMPIRE NORTHEAST, INC.
39 SOUTH GORDON STREET
GOUVERNEUR, NY 13642**

We consider applicants for all positions without regard to age, race, creed, color, national origin, sex or disability, or marital status or any other legally protected status pursuant to New York State Human Rights Law and other relevant federal, state and local laws.

Date of Birth: _____

Position(s) Applied For: _____ Date of Application: _____

Last Name: _____ First Name: _____ Middle Name: _____

Street: _____ City: _____ Zip Code: _____

Telephone No: ____ - ____ - _____ Social Security No.: ____ - ____ - _____

If you are under 18 years of age, can you provide required Proof of eligibility to work? ____ Yes ____ No

Have you ever filed an application with us before? ____ Yes ____ No

Are you currently employed? ____ Yes ____ No

May we contact your present employer? ____ Yes ____ No

Are you prevented from lawfully becoming employed in this Country because of Visa or Immigration Status? ____ Yes ____ No

Are you available to work: ____ Full time ____ Part time ____ Shift Work ____ Temp.

Are you currently on "lay-off" status and subject to recall? ____ Yes ____ No

Can you travel if a job required it? ____ Yes ____ No

Have you been convicted of a felony within the last 7 years? ____ Yes ____ No
Conviction will not necessarily disqualify an applicant from employment.

If Yes, please explain: _____

We are an equal opportunity employer

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations, which indicate race, color, religion, gender, national origin, disabilities or other protected status.

Employer: _____ Dates Employed: _____

Address: _____

Telephone Number(s): _____

Work Performed: _____

Employer: _____ Dates Employed: _____

Address: _____

Telephone Number(s): _____

Worked Performed: _____

Employer: _____ Dates Employed: _____

Address: _____

Telephone Number(s): _____

Work Performed: _____

References:

1) _____
Name **Phone #**

_____ **Address**

2) _____
Name **Phone #**

_____ **Address**

3) _____
Name **Phone #**

_____ **Address**

Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

 Signature of Applicant

Education				
	<u>Name and Address of School</u>	<u>Course of Study</u>	<u>Years Completed</u>	<u>Diploma or Degree</u>
Elementary School:	_____	_____	_____	_____
High School:	_____	_____	_____	_____
Undergraduate College:	_____	_____	_____	_____
Graduate Professional:	_____	_____	_____	_____
Other:	_____	_____	_____	_____

Describe any specialized training, apprenticeship, skills and extra-curricular activities.

Describe any job-related training received in the United States Military.

List Professional, trade, business or civic activities and offices held.

You may exclude membership that could reveal your gender, race, religion, national origin, age, ancestry, disability or other protected status.

Additional Information

Other Qualifications:

Summarize special job-related skills and qualifications acquired from employment or other experience.

Specialized Skills

Check Skills/Experience Operated

- PC Fax Calculator Typewriter
- Lotus 1-2-3 MicroSoft Word Backhoe Dozer
- Dump Truck Class 1 License

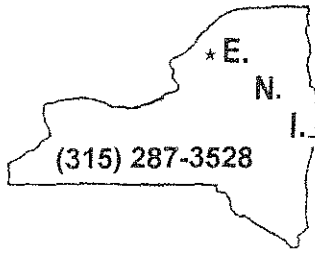
Other:

State any additional information you feel may be helpful to us in considering your application.

Note to Applicants: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING.

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? A description of the activities in such a job or occupation is attached.

Yes No



Energy Specialists

Heating & Plumbing Contractors

EMPIRE NORTHEAST INC.

39 South Gordon Street
Gouverneur, New York 13642

**VOLUNTARY INVITATION TO IDENTIFY RACE AND SEX OF
ALL INDIVIDUALS WHO EXPRESS AN INTEREST IN
EMPLOYMENT**

As a Federal Contractor, Empire Northeast, Inc. is subject to the record keeping requirements under Executive Order 12246. We are required to maintain information on applicants by race and sex. Therefore, we ask that you provide the following information, which is voluntary and submission of this data will not affect our employment decision.

Race

- White Hispanic
 Black Asian/Pacific Islander
 American Indian

Sex

- Male
 Female