



# APPLICATION FOR EMPLOYMENT

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## PERSONAL INFORMATION

DATE OF APPLICATION: \_\_\_\_\_

**Name:**

\_\_\_\_\_

Last

\_\_\_\_\_

First

\_\_\_\_\_

Middle

**Address:**

\_\_\_\_\_

Street

\_\_\_\_\_

(Apt)

\_\_\_\_\_

City, State

\_\_\_\_\_

Zip

**Alternate Address:**

\_\_\_\_\_

Street

\_\_\_\_\_

City, State

\_\_\_\_\_

Zip

**Contact Information:**

( )

\_\_\_\_\_

Home

( )

\_\_\_\_\_

Mobile

\_\_\_\_\_

Email

Date of Birth: \_\_\_\_\_

Are you a US citizen? Yes/No

Have you ever been convicted of a felony? Yes/No

If **YES**, provide date & nature of offense:

Do you have any pending misdemeanors or felony convictions including traffic violations? Yes/No If **YES**, please provide date and nature of offense.

How did you learn about our company?

Desired Position: \_\_\_\_\_

Available Start Date: \_\_\_\_\_

Desired Pay Range: \_\_\_\_\_

Are you currently employed? \_\_\_\_\_

Do you have your own transportation? Yes/No

Are you able to lift at least 25lbs? \_\_\_\_ Yes \_\_\_\_ No

Do you have any physical limitations? Yes/No

If **YES**, please explain:

## EDUCATION

	Name and Location	Graduate? – Degree?	Major / Subjects of Study
<b>High School</b>			
<b>College or University</b>			
<b>Specialized Training, Trade School, etc...</b>			
<b>Other Education</b>			

Please list your areas of highest proficiency, special skills or other items that may contribute to your abilities in performing the above mentioned position.

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## PREVIOUS EXPERIENCE

(Please list most recent first)

Dates Employed	Company Name	Location	Role/Title

**Job notes, tasks performed and reason for leaving:**

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Dates Employed	Company Name	Location	Role/Title

**Job notes, tasks performed and reason for leaving:**

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Dates Employed	Company Name	Location	Role/Title

**Job notes, tasks performed and reason for leaving:**

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**REFERENCES**

Name and Occupation	Phone #	Address
1. _____		
2. _____		
3. _____		

**EMERGENCY CONTACT INFORMATION**

**Name:** \_\_\_\_\_

Last	First	Middle		
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**Address:** \_\_\_\_\_

Street	(Apt)	City, State	Zip
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**Alternate Address:** \_\_\_\_\_

Street		City, State	Zip
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**Contact Information:** (    ) (    ) \_\_\_\_\_

Home	Mobile	Email
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**Introductory/Training Period**

During the first 90 days of employment, Swim-N-Pools, Inc. and new employees are given an opportunity to evaluate whether they should continue the employment relationship. Before the end of this period, the employee's performance will be evaluated and he or she will be notified of the future employment status by the employer. The Introductory/Training Period may be extended at the Company's discretion.

**Attire:**

You are required to wear safe and appropriate attire while at work which includes a Swim-N-Pools logo shirt or polo style shirt and khaki pants. Graphic t-shirts are not allowed.

**Attendance:**

All employees are expected to maintain satisfactory attendance and report to work on time every day.

**Pay Rates:**

Discussion of pay rates with co-workers is not accepted and is grounds for immediate termination.

By signing this application, I hereby certify that all statements are true and complete, and I agree and understand that any falsification of information contained herein, regardless of time of discovery, may cause forfeiture on my part of any employment at Swim-N-Pools, Inc. I understand that all information on this application is subject to verification and I consent to criminal history background checks and a copy of my driving record from DMV. I also consent that you may contact references, former employers and educational institutions listed on this application.

I have also been given a complete copy of Swim-N-Pools, Inc. current Policies and Procedures Manual and any questions that I have as a result of this manual will be directed to my employer.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_