

Sure-Fire, Inc. / Jackson Heating & A/C

617 Washington Street

Horicon, WI 53032

Employment Application



Thank you for your interest in joining our team! Please complete this application in full. Incomplete applications may not be considered. Sure-Fire, Inc. and Jackson Heating & A/C are Equal Opportunity Employers.

Position Applied For: _____

First Name: _____ MI. _____ Last Name: _____

Address: _____

Phone #: _____ Email: _____ Best Contact Time: ☐ AM ☐ PM

Are you under the age of 18? ☐ Yes ☐ No If yes, can you provide proof of eligibility to work? ☐ Yes ☐ No

Have you ever filed an application with us before? ☐ Yes ☐ No If yes, when? _____

Are you currently employed? ☐ Yes ☐ No May we contact your current employer? ☐ Yes ☐ No

Are you legally authorized to work in the United States? ☐ Yes ☐ No

(Proof of authorization will be required upon employment.)

Date Available to Start Work: _____ Desired Salary Range: _____

Type of Employment Desired: (Check all that apply)

☐ Full-Time ☐ Part-Time ☐ Temporary

Are you currently on lay-off and subject to recall? ☐ Yes ☐ No

Travel if a job requires it? ☐ Yes ☐ No Valid driver's license? ☐ Yes ☐ No Current vehicle insurance? ☐ Yes ☐ No

Do any of your friends or relatives work here? ☐ Yes ☐ No

If yes, please list name(s) and relationship(s): _____

EDUCATION

Education Background Highest level of education you have completed? () High School () GED () Trade School () Associate Degree () Bachelor's Degree () Other: _____	School Name(s), Location(s), and Dates Attended: • High School: _____ • Graduated? () Yes () No • College/Tech: _____ • Graduated? () Yes () No Formal HVAC training program? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, where? _____ Date completed: _____
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HVAC-Special Education/Training

HVAC-related certifications or licenses?

If yes, list them: _____

Completed any apprenticeships or formal on-the-job training in HVAC?

If yes, describe: _____

HVAC-related coursework, seminars, or continuing education:

If yes, describe: _____

Manufacturer-specific training (e.g., Trane, Carrier, Lennox)?

If yes, which brands? _____

Please describe training: _____

Additional Job-Related Training Received:

Additional Information or Qualifications:

Employment History

Start with your most recent job. Attach additional pages if necessary.

Employer: _____ Address: _____

Phone: _____ Job Title: _____ Supervisor's Name: _____

May we contact this employer? ☐ Yes ☐ No

Dates Employed: _____ to _____ Starting Pay: \$ _____ Ending Pay: \$ _____

Describe Your Responsibilities: _____

Employer: _____ Address: _____

Phone: _____ Job Title: _____ Supervisor's Name: _____

May we contact this employer? ☐ Yes ☐ No

Dates Employed: _____ to _____ Starting Pay: \$ _____ Ending Pay: \$ _____

Describe Your Responsibilities: _____

References (Please list three people not related to you who have knowledge of your work performance within the last five years.)

1. Name: _____ Phone: _____ Relationship: _____

2. Name: _____ Phone: _____ Relationship: _____

3. Name: _____ Phone: _____ Relationship: _____

Applicant Statement

I certify that the information given herein is true and complete to the best of my knowledge. I authorize the investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that false or misleading information given in my application or interview(s) may result in discharge.

I understand that I am required to abide by all rules and regulations of the employer.

Signature of Applicant: _____ Date: _____

Sure-Fire, Inc. / Jackson Heating & A/C are proud to be Equal Opportunity Employers. All qualified applicants will receive consideration without regard to race, color, religion, gender, national origin, age, disability, veteran status, or any other protected status.

For Office Use Only

Date Application Received: _____

Reviewed By: _____

Interview Scheduled: ☐ Yes ☐ No Date: _____ Time: _____

Hire Date: _____

Position: _____

Rate of Pay: _____

Notes: