



## Application for Employment

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religious persuasion, marital status, political belief, or disability that does not prohibit performance of essential job functions.

Date: \_\_\_\_\_

### I. PERSONAL INFORMATION

1. Last Name		2. First Name		3. Middle	
4. Street address		5. City, State, Zip Code		6. Telephone / Mobile	
7. Have you applied for employment with us before?				8. Social Security #	
Yes		No		If yes, please specify month/year:	

Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity (valid driver's license, birth certificate, Green Card, etc.) within three days of being hired. Failure to submit such proof within the required time shall result in immediate employment termination.

9. Have you ever been convicted of a felony or act of dishonesty?					
Yes		No		If yes, please explain:	
10. Position applied for:					
11. Do you have any special training or skills you would like to let us know about? Please explain.					
12. Is there any information we would need about your name or use of another name for us to be able to check your record?					
13. Do you have any relatives who are presently (or have formerly been) employed by Air-O-Dynamics?					
14. Who were you referred by?					
Internet		Truck		Newspaper	
				Employee	
					Other

**AIR-O-DYNAMICS ENGINEERING & AIR CONDITIONING, INC.**  
 601 N CONGRESS AVE. SUITE 205 DELRAY BEACH, FL 33445  
 P: 561 988-3300 F: 561 988-3322  
[www.airodynamics.com](http://www.airodynamics.com)

## II. EDUCATIONAL HISTORY

SCHOOL	NAME	LOCATION	YEARS COMPLETED	DEGREE OR DIPLOMA
<i>Elementary / Jr. High</i>				
<i>High School</i>				
<i>College</i>				
<i>Technical Training</i>				
<i>Other</i>				

## III. APPLICANT STATEMENT

I certify that all the information provided by me is accurate. I understand that providing false statements will disqualify me for the position I am applying for. I authorize Air-O-Dynamics Engineering and Air Conditioning, Inc. to contact and obtain information from all references and public agencies involved in the verification process. If hired, I understand that at any time and without prior notice, my employment can be terminated by either part. I certify that I have read, understand and accept the terms of the above statement.

\_\_\_\_\_

***Print Name***

\_\_\_\_\_

***Signature***

\_\_\_\_\_

***Date***

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## IV. EMPLOYMENT RECORD

Please include all employment for the last five years. Use a separate sheet to list additional employers if necessary.

1. Company Name and Address				2. Phone	
3. Position Held		4. Dates Employed		5. Manager / Supervisor	
		From:		To:	
6. Wage / Salary		7. Reason for leaving			

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## IV. EMPLOYMENT RECORD (continued)

We will contact all of the employers listed on this application unless you specifically exclude them below. Please list any employers you do not want us to contact and your reason for exclusion.

Employer's Name	Reason of exclusion
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## V. REFERENCES

Please do not include relatives or former employers

1. First and Last Name	2. Address
3. Phone	4. Occupation

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## VI. WORK AVAILABILITY

*Please specify below the hours you are available to work with for the company*

DAYS AVAILABLE	SUN	MON	TUE	WED	THU	FRI	SAT	TOTAL HRS
<b>FROM</b>								
<b>TO</b>								

1. <i>If your application receives favorable consideration, when will you be available to begin work?</i>
YES _____ NO _____
2. <i>Can you work overtime without prior notice?</i>
YES _____ NO _____
3. <i>Can you work on Saturdays?</i>
YES _____ NO _____
4. <i>Can you work on Sundays?</i>
YES _____ NO _____
5. <i>Can you travel if required in this position?</i>
YES _____ NO _____

## VI. SALARY / HOURLY RATE REQUIREMENTS

1. <i>If your application receives favorable consideration, what salary/hourly rate would you require?</i>
\$ _____ per _____

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## **VII. NON-COMPETE AGREEMENT**

During the employee's-employer working relationship period, the employee agrees to devote and concentrate his/her full potential, time and effort solely to Air-O-Dynamics Engineering and Air Conditioning, Inc. and also agrees to not engage in any activity that will interfere with the job he/she was hired to do by our Company. For a period of one year after termination by either part, the employee will not solicit or service clients of Air-O-Dynamics Engineering and Air Conditioning, Inc., nor will he/she divert business from us in any way, shape or form. " Confidential Information" and / or " trade secrets" shared with the employee while employed by Air-O-Dynamics Engineering and Air Conditioning, Inc. shall not be used, reveled or disclosed by the employee in any manner. I understand that by not accepting the terms of this agreement Air-O-Dynamics Engineering and Air Conditioning, Inc. would no consider or agree to entrust me with such confidential information.

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***Employee Name***

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***Position***

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***Signature***

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***Date***

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***Witness***

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***Date***

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