

*COMMONWEALTH EXTERMINATING CO., INC*  
**APPLICATION FOR EMPLOYMENT**  
*(An Equal Opportunity Employer)*

*Please Print*

Today's Date: \_\_\_\_\_ Position Desired: \_\_\_\_\_

Date you can start work: \_\_\_\_\_ Salary Requirements: \_\_\_\_\_

**Personal History and Information**

Name: Last First MI Social Security Number

Present Address: Street City State Zip code How Long

Previous Address: Street City State Zip code How Long

Home Phone: Work Phone: Cell Phone:

Are you a U.S. Citizen? Yes No Are you 18 years of age or older? Yes No

Have you ever been a member of the Armed Forces? Yes No Which Branch of Service? \_\_\_\_\_

When did you serve with the Armed Forces? \_\_\_\_\_ to \_\_\_\_\_ Rank entering: \_\_\_\_\_ Rank Leaving: \_\_\_\_\_

Type of Discharge: \_\_\_\_\_ Are you presently serving in a reserve unit? Yes No

Have you ever been terminated from a position, received a discharge from the armed forces that was not honorable? Yes No

If yes please explain: \_\_\_\_\_

Have you ever held a security clearance? Yes No If yes please indicate highest level of clearance held: \_\_\_\_\_

Have you ever been denied a security clearance or had a security clearance revoked? Yes No

If yes please explain: \_\_\_\_\_

Have you ever been convicted of a crime or moving motor vehicle violation? Yes No

If yes please explain and provide dates: \_\_\_\_\_

Do you possess a valid drivers license? Yes No License Number: \_\_\_\_\_ State of issue: \_\_\_\_\_

Is there any reason why you would not be able to attend work daily or report to work on time every day? Yes No

If yes please explain: \_\_\_\_\_ Do you have reliable transportation? Yes No

Do you have a part time Job? Yes No If yes, do you intend to keep that PT position if employed with us? Yes No

Are you willing and available to work over-time as the need arises? Yes No

Have you ever previously applied to this company? Yes No

Do you have any relatives or friends presently working for our company? Yes No Who? \_\_\_\_\_

How were you referred to our company? \_\_\_\_\_

## Education

School Name & Location	No of Years Attended	Did you Graduate	Subjects Studied . Degrees, certificates
High School			
College			
Vocational, Speicalized Training, Trade Schools			
Certifications		Licenses	

Do you have a valid Pesticide Applicator Certificate? Yes No If yes, please provide your certificate Number: \_\_\_\_\_

## Employment History

Are you employed now? Yes No

List each job held starting with your present / most recent job including Military Service

Employer	Dates		Duties Performed
	From	To	
Address:			
Telephone:			
Position:	Salary		
Supervisor:	Start	Final	
Reason For Leaving:			
			May we contract this employer? Yes No

Employer	Dates		Duties Performed
	From	To	
Address:			
Telephone:			
Position:	Salary		
Supervisor:	Start	Final	
Reason For Leaving:			
			May we contract this employer? Yes No

Employer	Dates		Duties Performed
	From	To	
Address:			
Telephone:			
Position:	Salary		
Supervisor:	Start	Final	
Reason For Leaving:			
			May we contract this employer? Yes No

Employer	Dates		Duties Performed
	From	To	
Address:			
Telephone:			
Position:	Salary		
Supervisor:	Start	Final	
Reason For Leaving:			
			May we contract this employer? Yes No

**References**

List three people whom you have known for at least one year and who are not related to you

Name	Address	Telephone	Years Known

Emergency Contact:

Name	Address	Telephone Number
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Describe in detail why you believe you are well qualified for this job and the attributes that you bring to our company.

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***Please read the following statement carefully:***

I understand that this application is neither a contract of employment nor an offer of employment. I hereby certify that all information furnished by me is true and complete to the best of my knowledge. I further authorize and fully understand that my prospective employer and through it agents, will investigate my credit, driving record, education, criminal records, as well as any information furnished throughout the application and the interview process. I understand and acknowledge my prospective employer provides a drug free workplace and I will be required to submit to a pre-employment drug test at the employer's expense prior to starting work. I further request any third parties to offer their full assistance to expedite this process, and hold all involved parties harmless from all liability for damage in providing this information. I understand that any misrepresentation or omission of facts and positive drug testing results is cause for dismissal. If employed, I will abide by all rules and regulations. I understand that I will undergo an initial evaluation period of thirty (30) days and that I may be discharged during that period of time, with or without cause. I further understand that the employer follows an employment-at-will policy in that the employer or I may terminate my employment at any time, for any reason consistent with applicable state or federal law. It is also understood that as an employee and representative of the company, I will be dealing with and coming into contact with the company's clients; therefore, it is agreed and understood that cleanliness and proper grooming are prerequisites of employment and I agree to abide by the company's standards as set forth in the company's employee manual. I acknowledge that Commonwealth Exterminating Co., Inc is an Equal Opportunity Employer.

Understanding that a thorough background investigation is standard procedure, is there anything, which has not been asked in this application that you feel, may be pertinent to your employment?

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Signature

Date

## Experience, Proficiency and Ability

Please place an (X) in the columns that apply

	I consider my ability as:					I have my own tools	
	No Experience	Excellent	Good	Fair	Poor	Yes	No
<b>General</b>							
Administration							
Appliance Repair							
Application of Pesticides							
Carpentry							
City and County Building Codes							
Computers							
Electrical							
Hand Tools							
Handyman General Maintenance							
Heating & Air Conditioning							
Landscaping / Drainage Systems							
Lawn, Tree and Shrub maintenance							
Mechanical Repairs - Small Equipment							
Mechanical Repairs - Vehicles							
Office Machines							
Plumbing							
<b>Carpentry</b>							
Aluminum Wrap							
Caulking - Interior							
Caulking - Exterior							
Ceramic Tile Grouting							
Ceramic Tile Repair							
Ceramic Wall Tile							
Concrete Footers							
Counter Tops							
Door Replacement / Repair							
Finish Carpentry							
Flashing							
Floor Leveling							
Flooring - Ceramic							
Flooring - Carpet							
Flooring - Vinyl							
Flooring - Wood							
Framing							
Glass Cutting & Glazing							
Gutters							
Installation of Foundation Vents							
Installation of Poly Moisture Barriers							
Joists, Sills, Bandboards, Girders							
Mitering							
Mortaring - Brick, Block & Stone							
Paint - Color Matching							
Painting - Interior Wall & Trim							
Painting- Exterior							
Painting - Small Area Repair and Blending							
Roofing - complete rip and replace							
Roofing - Repair							
Screening							
Sheet rock (Drywall) Install and Repair							
Soffits, Facia, Rake boards, Brick mould, etc							
Subflooring							
Vinyl Siding							
Window Replacement / Repair							
Wood Cabinet Replacement & Repair							
Wood Flooring Refinishing							



	I consider my ability as:					I have my own tools	
	No Experience	Excellent	Good	Fair	Poor	Yes	No
<b>Pest and Termite</b>							
BNG use and care							
Chemical Mixing							
Disposal of chemical and containers							
Fogging							
Fumigation							
Mice & Rats							
Micro-injector							
Moles							
Respirator and safety equipment requirements							
Snakes							
Treatment for Carpenter ants							
Treatment for Cochroaches							
Treatment for Common Ants							
Treatment for Fleas							
Treatment for Fungus							
Treatment for Silver Fish							
Treatment for Spiders							
Treatment for termites							
Treatment for Wood Bores							
Truck mounted pesticide rig							
Yard Treatments							
<b>Administration</b>							
Adding Machine							
Attention to detail							
Bookkeeping / Accounting							
Calculator							
Communication skills							
Completing Forms							
Desk top Computer							
Email and Internet							
Flexibility							
Key Board ( WPM )							
Microsoft Access							
Microsoft Excel							
Microsoft Word							
Organizational Skills							
Preparation of reports							
Quickbooks Pro							
Supervisory / Management Skills							
Telephone Mannerisns							
Temperament							
<b>Other Skills - Please List</b>							

Do you have your own work truck? Yes No If yes, please provide: \_\_\_\_\_  
*Year / Make / Model*

Signature \_\_\_\_\_

Date \_\_\_\_\_