

# EMPLOYMENT APPLICATION

PO Box 663  
Park Hills, MO 63601

Lee Mechanical Contractors, Inc. is an equal opportunity employer and affords equal opportunity to all applicants for all positions without regard to race, color, religion, gender, national origin, age, disability, veteran status or any other status protected under local, state or federal laws.

**PLEASE TYPE OR PRINT IN INK**  
**COMPANY APPLIED FOR (CHECK ALL THAT APPLY)**

**Lee Mechanical Contractors** Certified Pipefitters, Welders, Millwrights, Iron Workers, General Maintenance, Laborer; *Work throughout the state of Missouri and bordering states.*

**Lee Mechanical Fabrication** Painters, Structural Welders, Structural Fitters, Steel Fabricators, Pipe Welders; *Work in Park Hills, Missouri*

Position(s) Applied For		Date of Application	
Last Name	First Name	Middle Name	
Street Address	City	State	Zip Code
Telephone Number (where you can be reached between 8:00am-5:00pm) ( )		Social Security Number	
Alternate Number ( )			

Are you legally eligible to work in the United States?  
*(Proof of eligibility will be required upon offer of employment)* YES  NO

Are you over the age of 18 years?  
*(If no, you may be required to provide authorization)* YES  NO

Can you with or without reasonable accommodation perform the essential functions of this job? *(If you have any questions about the functions of the job, please ask the interviewer before answering this question.)* YES  NO

Have you ever applied to Lee Mechanical Contractors, Inc. before?  
*(If yes, please give date.)* \_\_\_\_\_ YES  NO

Have you ever worked for Lee Mechanical Contractors, Inc. before?  
*(If yes, please give date.)* \_\_\_\_\_ YES  NO

Have you ever been convicted of a felony?  
*(A conviction will not necessarily disqualify you.)* YES  NO

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

Do you have a valid driver's license? *(For driving positions only)* YES  NO

If hired, do you have transportation by which to arrive to work on time, and to report to multiple job-sites, if required. YES  NO

Is anyone related to you employed by Lee Mechanical Contractors, Inc.? YES  NO

If yes, please give their name and relationship to you. \_\_\_\_\_

What salary or rate of pay do you expect to receive if employed? \_\_\_\_\_ per \_\_\_\_\_

How did you hear about us? \_\_\_\_\_ Friend; \_\_\_\_\_ Walk-in; \_\_\_\_\_ Unempl. Office; \_\_\_\_\_ Advertisement

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If referred by current Lee employee, *indicate employee's name:* \_\_\_\_\_  
 If by Advertisement, name publication please: \_\_\_\_\_

Have you ever been fired or asked to resign from a job? YES  NO

If yes, please explain. \_\_\_\_\_

## ATTENDANCE & PUNCTUALITY INFORMATION

Consistent attendance and punctuality are essential requirements of every job with this company. Is there anything, which would interfere with your regular attendance and punctuality if you were offered a job with the company? YES  NO

If yes, please explain. \_\_\_\_\_

## EDUCATION

	Name and Location of School	Course of Study or Major	# of Years Completed	Diploma/Degree
Elementary				
High School				
College				
Graduate				
Vocational				

## EMPLOYMENT HISTORY

**Begin with current or most recent employer.** Do not exclude any employment. Include any applicable temporary employment. Attach another sheet if necessary. Previous salaries/wages will not be used to determine compensation at Lee Mechanical Contractors. *This application will not be processed without complete information.*

<b>Company Name</b>	<b>Employment Dates</b> <i>From To</i>	<b>Salary</b> <i>Start End</i> \$ \$	<b>Name and Title of Supervisor</b>
<b>Address</b>			
<b>Phone</b> ( )	<b>Describe your duties:</b>		
<b>Reason for leaving and explanation</b>			
<b>May we contact?</b> YES <input type="checkbox"/> NO <input type="checkbox"/>			
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<b>Address</b>			
<b>Phone</b> ( )	<b>Describe your duties:</b>		
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<b>Address:</b>			
<b>Phone</b> (    )	<b>Describe your duties:</b>		
<b>Reason for leaving and explanation</b>			
<b>May we contact?</b> YES <input type="checkbox"/> NO <input type="checkbox"/>			

Account for any full month since leaving school (high school or college) that you were not working:

	<b>From</b>	<b>To</b>	<b>Reason</b>
<b>Month/Year</b>			
<b>Month/Year</b>			
<b>Month/Year</b>			

## EXPERIENCE

<b>Please give year(s) of experience in:</b>			
<b>Welding:</b>	<b>Pipefitting:</b>	<b>Millwrights:</b>	<b>Ironwork:</b>
<b>Describe any specialized training, apprenticeships, licenses, or skills.</b>			
<b>Have you received any job-related training in the United States Military?</b> YES <input type="checkbox"/> NO <input type="checkbox"/>			
<b>If YES, please explain training.</b>			
<b>Please provide any other information that you feel will help us in considering your application for employment.</b>			

## REFERENCES

Please list three persons, who are not related to you or previous supervisors, who can provide us with professional references.

<b>Name</b>	<b>Phone Number</b>	<b>Relationship</b>	<b>Occupation</b>	<b>Years Known</b>
	(    )			
	(    )			
	(    )			

**Applicant Acknowledgement & Authorization**  
**\*PLEASE READ CAREFULLY BEFORE SIGNING\***

I hereby certify that all of the information provided by me in this application (or any other accompanying or required documents) is correct, accurate and complete to the best of my knowledge. I understand that the falsification, misrepresentation or omission of any facts in said documents will be cause for denial of employment or immediate termination of employment regardless of the timing or circumstances of discovery.

I understand that submission of an application does not guarantee employment. I further understand that, should an offer of employment be extended by Lee Mechanical Contractors Corporation (hereinafter referred to as "Lee Mechanical Contractors") that such employment with Lee Mechanical Contractors is at will, for no specified duration and may be terminated by either Lee Mechanical Contractors or myself at any time, with or without cause or notice. I understand that none of the documents, policies, procedures, actions, statements of Lee Mechanical Contractors or its representatives used during the employment process is deemed a contract of employment real or implied. I understand that no representative of Lee Mechanical Contractors except the President has the authority to enter into any agreement guaranteeing any conditions of employment or any agreement contrary to the foregoing statements and that any such agreements must be made in writing and signed by the President of Lee Mechanical Contractors.

In consideration for employment with Lee Mechanical Contractors, if employed, I agree to conform to the rules, regulations, policies and procedures of Lee Mechanical Contractors at all times and understand that such obedience is a condition of employment. I understand that due to the nature of Lee Mechanical Contractors business, attendance and punctuality are considered essential requirements of every job at Lee Mechanical Contractors and that poor attendance or tardiness will result in disciplinary action.

I understand that if offered a position with Lee Mechanical Contractors, I may be required to submit to a pre-employment medical examination, drug screening and background check as a condition of employment. I understand that unsatisfactory results from, refusal to cooperate with, or any attempt to affect the results of these pre-employment tests and checks will result in withdrawal of any employment offer or termination of employment if already employed.

I hereby authorize any and all schools, former employers, references, courts and any others who have information about me to provide such information to Lee Mechanical Contractors and/or any of its representatives, agents or vendors and I release all parties involved from any and all liability for any and all damage that may result from providing such information.

I understand that this application is considered current for three months. If I wish to be considered for employment after this period I must fill out and submit a new application.

**BY SIGNING BELOW I ACKNOWLEDGE THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE ABOVE STATEMENTS.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Name & number of person completing this form (if other than applicant):

\_\_\_\_\_  
Name

\_\_\_\_\_  
Number