

GOFF HEATING & AIR CONDITIONING

APPLICATION FOR HVAC EMPLOYMENT
AN EQUAL OPPORTUNITY EMPLOYER



APPLICANT INFORMATION

Last Name		First		M.I.	Date
Street Address				Apartment/Unit #	
City		State		ZIP	
Phone		E-mail Address			
Date Available		Social Security No.		Desired Salary	
Position Applied for					
Are you a citizen of the United States?		YES ☐	NO ☐	If no, are you authorized to work in the U.S.? YES ☐ NO ☐	
Have you ever worked for this company?		YES ☐	NO ☐	If so, when?	
Have you ever been convicted of a felony?		YES ☐	NO ☐	If yes, explain	

EDUCATION

High School		Address			
From	To	Did you graduate?	YES ☐	NO ☐	Degree
College		Address			
From	To	Did you graduate?	YES ☐	NO ☐	Degree
Trade School		Address			
From	To	Did you graduate?	YES ☐	NO ☐	Degree

REFERENCES

Please list three professional references.

Full Name		Relationship
Company		Phone ()
Address		
Full Name		Relationship
Company		Phone ()
Address		
Full Name		Relationship
Company		Phone ()
Address		

PREVIOUS EMPLOYMENT			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES ☐ NO ☐			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES ☐ NO ☐			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES ☐ NO ☐			

MILITARY SERVICE	
Branch	From To
Rank at Discharge	Type of Discharge
If other than honorable, explain	
GENERAL	
Subjects of Expertise	Level of Expertise
Special Skills	

DISCLAIMER AND SIGNATURE	
I certify that my answers are true and complete to the best of my knowledge.	
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.	
Signature	Date