

# Employment Application

Nashoba Air & BoilerWorks  
 527 Great Road, Littleton MA 01460  
 978-486-0600

Date of Interview: _____
Interviewed By: _____
Date Hired: _____
Position: _____

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		

EMPLOYMENT DESIRED			
<b>Position Applied for</b>			
Date Available	Referred by		Desired Salary
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain

EDUCATION			
High School			
From	To	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/> Degree
College			
From	To	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/> Degree
Other			
From	To	Did you graduate?	YES <input type="checkbox"/> NO <input type="checkbox"/> 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 <input type="checkbox"/> NO <input type="checkbox"/>			

PREVIOUS EMPLOYMENT CONTINUED-			
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 <input type="checkbox"/>	NO <input type="checkbox"/>
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 <input type="checkbox"/>	NO <input type="checkbox"/>

DISCLAIMER AND SIGNATURE	
I certify that my answers are true and complete to the best of my knowledge.	
All employment applications are valid for 30 days only.	
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages or salary, be terminated at any time without any previous notice.	
Signature	Date

### CERTIFICATION AND RELEASE AUTHORIZATION

I certify that the information I have provided is true and correct, and I understand that falsification of any information on this application is grounds for rejection of the application or immediate discharge if I have been hired. I authorize Nashoba Air to conduct any investigation of statements contained in this application it deems appropriate, including, without limitation, contacting previous employers, except as specified on this form, and I release Nashoba Air and my previous employers from any liability arising from disclosure of information concerning my employment history. Should my services be terminated after accepting employment, it is understood that Nashoba Air may supply, in confidence, to any prospective employer, my record, with no liability to Nashoba Air or any of its staff.

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

### APPLICANT DRUG AND ALCOHOL TESTING CONSENT

As a prerequisite to employment, I hereby allow Nashoba Air or its designated agent to collect urine samples from me to determine the presence of illegal drugs in my body. Further, I give my consent to release my test results to authorized Nashoba Air management for appropriate review, and authorize Nashoba Air to use the test results as a defense to any legal action to which I am a party. I understand the results of the drug testing of my urine, if confirmed positive, will remove me from consideration of employment. I also understand that if I refuse to consent, I will be removed from further consideration. Further, I understand that, if employed by Nashoba Air, I must abide by the terms of the Nashoba Air drug-free work place policy and can be required to submit to periodic testing for the presence of illegal drugs and/or alcohol. I understand that submission to such testing is a condition of employment with Nashoba Air, and disciplinary action, up to and including discharge, may result if (1) I refuse to consent to testing; (2) I refuse to execute all forms of consent and releases of liability as are usually and reasonably required of such examination; (3) I refuse to authorize release of the test results to Nashoba Air (if the results establish a violation of Nashoba Air's drug-free workplace policy); or (4) I otherwise violate the policy.

I consent to the administration of the drug and alcohol test and to the terms of the consent agreement.

I refuse the drug and alcohol detection urine test.

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