



P.O. Box 1817 Clearwater, Florida 33757 (727) 447-5917

Fax (727) 443-6419

Employment Application

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Date Available		Desired Salary	
Position Applied for			
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 crime?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, explain	

EDUCATIONAL TRAINING RELATED TO THIS JOB			
School		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
School		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

REFERENCES	
<i>Please list three professional references.</i>	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	

CURRENT AND/OR PREVIOUS EMPLOYMENT – START WITH MOST RECENT

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"/>			
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"/>			

MILITARY SERVICE

Branch	From	To
Rank at Discharge		

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
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PERSONAL RESPONSE QUESTIONS

- Our work can be physically demanding. You will be working in hot and cold indoor and outdoor locations. Moving and lifting heavy machines and tools. Are you physically able to perform these tasks with or without any reasonable accommodations?
- Can you lift at least 70 lbs over your head with or without any reasonable accommodations?
- Can you lift 100 lbs from the floor to chest level with or without any reasonable accommodations?
- How many hours per week are you able to work on a regular basis?
- Can you work overtime if needed?
- If your skill level is high enough as determined by our criteria, will you be able to be "on call" after normal working hours, to return calls and go out to the jobsite to make repairs? This usually requires 1 or 2 nights per week from 5 PM to 10 PM and every 2nd or 3rd weekend from Friday thru Sunday?
- Are you able to perform minor maintenance on a service vehicle such as oil, filters, tire changes? What experience do you have in this area?
- For the purpose of us being able to determine your skill level and potential hiring, what hourly wage would you be willing start at during an initial probationary trial period?
- Do you have any problems with your location being tracked by GPS for business purposes while on company time or while operating company vehicles at any time?
- What are your expectations from your employer?
- You're asked to complete a task that you've not done before. How will you respond?
- How did you hear about us?
- Are there any days you cannot work for any reason during the week? If so, what days/times?
- How many days of work did you miss last year?
- Are you currently in business for yourself?
- What is your definition of "side work"?
- Please explain why it would be in the best interest of Guy's Ice Machine Service, Inc., to hire you.
- Tell us anything about yourself that has not been asked already that you want to share with us to help us better understand your skills and abilities to perform this work.

TECHNICAL INFORMATION AND QUESTIONS

Answer to the best of your ability.

1. Do you have an EPA Certification for handling refrigerant?
2. Please list any technical or on the job training you have.
3. What specific experience do you have in the repair/service or installation of commercial ice machinery?
4. What is an ohm and what is the symbol for it?
5. In a refrigeration system, please give examples of metering devices.
6. Name a component that would be located in the liquid line of a refrigeration system.
7. What does a "low" or "no load condition" mean in reference to a refrigeration system?
8. What is a simple way to calibrate a thermometer?
9. When troubleshooting a "dead" (not running) piece of refrigeration equipment, please give the initial steps you would take and the tools you would use to start the diagnosis.
10. When diagnosing a running piece of refrigeration equipment that is not cooling correctly, what are some of the best ways to start your troubleshooting and what tools would you "start" with?
11. Please list the typical starting components of a single phase compressor?
12. How many minutes are in a 24 hour day?
13. If an ice machine consistently produces 4.5 lbs of ice every 21 minutes, how many pounds of ice would you expect it to produce in 24 hrs?
14. Give at least 2 reasons why the head pressure in a refrigeration system could be too high?
15. What is the best way to properly adjust a prefactory aegon valve?
16. Name a common inert gas used in refrigeration repair work and what is it used for?
17. When evacuating a refrigeration system, what tools will you need and how will you know the system is properly evacuated?
18. Do you have basic computer and smart phone skills?

19. If a vehicle you are driving that does not have a rearview mirror mounted in the center of the windshield, how will you see behind you to safely back it up?
20. What direction would you turn most all screws and bolts with a wrench or screwdriver to loosen them? What would be the exception?
21. What service tools do you own that you can bring in to use on the job?
22. Please draw the electrical symbols commonly used on a wiring schematic for the following items:
 - a. Single pole switch
 - b. Single phase compressor
 - c. Fuse
 - d. Fan motor
 - e. Capacitor
 - f. 2 connecting wires
 - g. Resistor
 - h. Transformer
 - i. Relay
 - j. Heater
 - k. Pressure switch
23. Did you have to answer any of these questions by looking them up in a book or online? If yes, which ones?

NOTICE TO APPLICANTS

We comply with the Americans With Disabilities Act of 1990. During the interview process, you may be asked questions concerning your ability to perform job-related functions. If you are given a conditional offer of employment, you may be required to complete a post-job offer medical history questionnaire and/or undergo a medical examination. If required, all entering employees in the same job category will be subject to the same medical questionnaire and/or examination and all information will be kept confidential and in separate files.

We are an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, sex, religion, national origin, handicap, or marital status. We assure you that your opportunity for employment with this employer depends solely upon your qualifications.

PLEASE READ AND SIGN STATEMENTS BELOW

I understand that, in accordance with Florida Statute S443.131(3)(a)(2), if hired, I will be placed on a 90-day probationary period. I further understand that if I am terminated for unsatisfactory work performance within the 90-day probationary period, the employer may seek to contest any unemployment benefit I might attempt to obtain as a result of my termination. _____(initials)

I understand and agree that all policies, procedures, and the Employee Handbook may be modified, amended or deleted by the Company with or without notice to me of such amendment, modification or deletion; that the policies and procedures are not intended to be a contract of employment nor do they give me a right of continued employment; and that my employment may be terminated at my option or at the option of Guy's Ice Machine Service, Inc., with or without notice by either party. I also understand that there are no other arrangements, agreements, or understandings regarding the terms of employment. There may be no amendments or exceptions to this statement unless they are in writing and signed by the president. _____(initials)

I understand that I may be required to undergo blood and/or urinalysis screening for drug or alcohol use as part of our pre-employment process. In addition, all employees are subject to blood and/or urinalysis screening for drug or alcohol use. _____(initials)

I certify that all information given on this employment application; any resume that I submit to the company; and any related papers and answers given during oral interviews are true and correct. I understand that Guy's Ice Machine Service, Inc., will make a thorough investigation of my work and personal history. I authorize the giving and receiving of any such information requested by the company during the course of such an investigation. I understand that falsification of any information given by others during the course of an investigation or any derogatory information discovered as a result of this investigation may subject me to immediate dismissal. I hereby release from liability all persons who provide information to my employer during the course of any such investigation. _____ (initials)

Date: _____

Signature: _____