



# Pre-application for Employment

Our policy is to provide equal employment opportunity to all qualified persons without regard to race, creed, color, religious belief, sex, age, national origin, ancestry, physical or mental disability, or veteran status.

Date \_\_\_\_\_  
First name \_\_\_\_\_ Last name \_\_\_\_\_ Middle Initial \_\_\_\_\_  
Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
Telephone \_\_\_\_\_ Social Security # \_\_\_\_\_  
How long at this address \_\_\_\_\_ Yrs. \_\_\_\_\_ Mo.

Position applied for \_\_\_\_\_  
How did you hear of this opening? \_\_\_\_\_  
When can you start? \_\_\_\_\_

Are you over the age of 18?  Yes  No  
Are you a U.S. citizen or otherwise authorized to work in the U.S. on an unrestricted basis? (You may be required to provide documentation.)  Yes  No

Is there any information we would need about your name or use of another name for us to be able to check your work record?  Yes  No  
If yes, please describe conditions. \_\_\_\_\_  
\_\_\_\_\_

Do you have a valid driver's license?  Yes  No  
Driver's license  
Number \_\_\_\_\_ State of issue \_\_\_\_\_ Operator \_\_\_\_\_ Commercial (CDL) \_\_\_\_\_ Chauffeur \_\_\_\_\_  
Expiration date \_\_\_\_\_

Have you had any accidents during the past three years?  
How many? \_\_\_\_\_  
Have you had any moving violations during the past three years?  
How Many? \_\_\_\_\_

Are you looking for full-time employment?  Yes  No  
If no, what hours are you available? \_\_\_\_\_  
Are you willing to work overtime and weekends when needed?  Yes  No

Have you ever been convicted of a felony? (This will not necessarily affect your application.)  
 Yes  No

If yes, please describe conditions. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Education**

*School Name and Location*

High School \_\_\_\_\_

Did you earn a diploma?  Yes  No

If you did not earn a diploma, did you earn a GED?  Yes  No

College \_\_\_\_\_ Year \_\_\_\_\_

Major \_\_\_\_\_ Degree \_\_\_\_\_

College \_\_\_\_\_ Year \_\_\_\_\_

Major \_\_\_\_\_ Degree \_\_\_\_\_

Other Training \_\_\_\_\_

Other Training \_\_\_\_\_

In addition to your work history, are there other skills, qualifications, or experience that we should consider?

\_\_\_\_\_

**Employment History** (Start with most recent employer)

Company Name _____
Address _____ Telephone _____
Date Started _____ Starting Wage _____ Starting Position _____
Date Ended _____ Ending Wage _____ Ending Position _____
Name of Supervisor _____
May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Responsibilities _____
_____
Reason for leaving _____
_____

Company Name \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

Date Started \_\_\_\_\_ Starting Wage \_\_\_\_\_ Starting Position \_\_\_\_\_

Date Ended \_\_\_\_\_ Ending Wage \_\_\_\_\_ Ending Position \_\_\_\_\_

Name of Supervisor \_\_\_\_\_

May we contact?  Yes  No

Responsibilities \_\_\_\_\_

\_\_\_\_\_

Reason for leaving \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

Date Started \_\_\_\_\_ Starting Wage \_\_\_\_\_ Starting Position \_\_\_\_\_

Date Ended \_\_\_\_\_ Ending Wage \_\_\_\_\_ Ending Position \_\_\_\_\_

Name of Supervisor \_\_\_\_\_

May we contact?  Yes  No

Responsibilities \_\_\_\_\_

\_\_\_\_\_

Reason for leaving \_\_\_\_\_

**References**

PLEASE LIST 3 REFERENCES OTHER THAN RELATIVES OR PAST EMPLOYERS

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone (    ) \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone (    ) \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone (    ) \_\_\_\_\_  
Position \_\_\_\_\_  
Company \_\_\_\_\_

### **Acknowledgement & Understanding**

I certify that the facts set forth in this pre-application for employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements on this application shall be considered sufficient cause for dismissal.

Cable Guyz Communications, Inc. is hereby authorized to make any investigations of my prior educational and employment history and/or background checks.

I understand that by filling out this application it is not a guarantee for employment with Cable Guyz Communications, Inc.

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

Please mail this completed pre-application to:

Cable Guyz Communications, Inc.  
Attn: Human Resource Manager  
PO Box 22804  
Lincoln, NE 68542