



# TOPLINE

HEATING AND COOLING INC.

## EMPLOYMENT HISTORY

Please list your last 4 employers, assignments, or volunteer activities, starting with the most recent, including military experience. Explain any gaps in employment in the comments section below. If you have a current resume, please provide that with this application.

Company:	Job Title:	Employment Dates:	Summarize the nature of the work performed & job responsibilities
Address:		From:    Month    Year	
City:	To:    Month    Year		
State:	Reason for Leaving:	Wage Information:	
Immediate Supervisor's Name		Starting Base Salary or Hourly Rate:	
Immediate Supervisor's Number	Company Phone Number:	Current or Last Base Salary or Hourly Rate:	
Company:	Job Title:	Employment Dates:	Summarize the nature of the work performed & job responsibilities
Address:		From:    Month    Year	
City:	To:    Month    Year		
State:	Reason for Leaving:	Wage Information:	
Immediate Supervisor's Name		Starting Base Salary or Hourly Rate:	
Immediate Supervisor's Number	Company Phone Number:	Current or Last Base Salary or Hourly Rate:	
Company:	Job Title:	Employment Dates:	Summarize the nature of the work performed & job responsibilities
Address:		From:    Month    Year	
City:	To:    Month    Year		
State:	Reason for Leaving:	Wage Information:	
Immediate Supervisor's Name		Starting Base Salary or Hourly Rate:	
Immediate Supervisor's Number	Company Phone Number:	Current or Last Base Salary or Hourly Rate:	
Company:	Job Title:	Employment Dates:	Summarize the nature of the work performed & job responsibilities
Address:		From:    Month    Year	
City:	To:    Month    Year		
State:	Reason for Leaving:	Wage Information:	
Immediate Supervisor's Name		Starting Base Salary or Hourly Rate:	
Immediate Supervisor's Number	Company Phone Number:	Current or Last Base Salary or Hourly Rate:	

Comments (including explanation of any gaps in employment) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# TOPLINE

HEATING AND COOLING INC.

## EDUCATIONAL BACKGROUND

Type of School	Name of School	Did You Graduate		Type of Degree
		Yes	No	Diploma, GED or Certificates, Major/Minor Fields
High School	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____ Year: _____
Business Correspondence Or Vocational School	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____ Year: _____
Other Courses for Special Training	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____ Year: _____
Colleges or Universities	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____ Year: _____

## OTHER CERTIFICATIONS

Certification	Yes	No	Year Obtained
CFC Card	<input type="checkbox"/>	<input type="checkbox"/>	_____
Journeyman's Card	<input type="checkbox"/>	<input type="checkbox"/>	_____
Master's License	<input type="checkbox"/>	<input type="checkbox"/>	_____

List any other certifications or skills pertinent to this position (e.g. crane lift operator, welding certification, etc.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## APPLICANT'S CERTIFICATION

*I certify that the information given on this application is true and complete. I understand that any misstatements or omissions of information are grounds for denial of employment and, if hired, for dismissal. I understand employment is conditioned upon verification of the information contained herein.*

Signature of Applicant: \_\_\_\_\_

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