

ThermalTran Mechanical, Inc
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ThermalTran
heat transfer specialists

HVAC/R EMPLOYMENT APPLICATION

Please Print Clearly and complete all 8 pages

Date: ____/____/____

Position(s) Applying for:

Personal Information

First Name: _____ Middle Name: _____

Last Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: ____ - ____ - ____ Work Phone: ____ - ____ - ____ ext. ____ Cell Phone: ____ - ____ - ____

Social Security Number: ____ - ____ - ____

Email Address: _____

How did you hear about ThermalTran Mechanical? _____

What do you enjoy doing in your free time? _____

What are two interesting things about you? _____

Employment Information

Citizenship/Work Status: U.S. Citizen Green Card Holder U.S. Work Permit/Visa Canadian Citizen Canadian Work Permit/Visa

Current Employer: (if any) _____

Level of Experience relevant to the position you are applying for: Entry Level (< 2 years) Mid-Career (2-4 years) Tenured Career (5 plus years)



Employment Information Continued

Employment Type desired: FULL-TIME PART-TIME

Desired Compensation: \$ _____ Hourly Annual

Other Compensation Desired: _____

When are you available to start work? _____

Are you willing to work out of county and/or out of state overnight for up to four consecutive nights on occasion as needed? Yes No

Please list any limitations that might prevent you from going out of town: _____

Education

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
High School				
College/University				
Bus. or Trade School				
Professional School				

Criminal History

HAVE YOU EVER BEEN CONVICTED OF A FELONY OR MISDEMEANOR (except any minor traffic violations)? No Yes

If yes, please explain and attach any relevant documentation.

Driver's License Information

DO YOU HAVE A VALID DRIVER'S LICENSE? Yes No Type: General Commercial (CDL)

Do you have reliable transportation to work (please be specific)? _____

Driver's license number: _____ State of Issue: _____ Expiration date: _____

Do you have a clean driving record? Yes No

If not, explain: _____



Driver's License Information Continued

Do you have experience driving large commercial vehicles (i.e., extended Sprinter vans, box trucks, etc.) or vehicles with a trailer attached? Explain.

Are you willing and able to drive large commercial vehicles and trucks with a trailer attached? Yes No

Do your personal responsibilities allow you the ability to be out of town or out of state on occasion for up to four consecutive nights? Explain.

Yes No _____

Military Service

HAVE YOU EVER BEEN IN THE ARMED FORCES? Yes No Branch: _____

ARE YOU NOW A MEMBER OF THE NATIONAL GUARD? Yes No

Specialty _____ Date Entered _____ Discharge Date _____

Work Experience

Please list your work experience for the past 5 years beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary. Attach Resume if applicable.

Name of employer: Address with city/state/zip: Phone number:	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Name of employer: Address with city/state/zip: Phone number:	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
	Your last job title		
Reason for leaving (be specific)			



List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

May we contact this employer? Yes No

Name of employer: Address with city/state/zip: Phone number:	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Name of employer: Address with city/state/zip: Phone number:	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			



HVAC/R Industry Skills (Select all that apply)

What Size of HVAC/R equipment have you worked with? (Select ALL that apply)

1 - 5 Tons 5 - 20 Tons 20 - 50 Tons 50 - 100 Tons 100+ Tons

What Manufacturers equipment have you worked with? (Select ALL that apply)

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> American Standard | <input type="checkbox"/> Andover Controls | <input type="checkbox"/> Beverage Air | <input type="checkbox"/> Bryant |
| <input type="checkbox"/> Carrier | <input type="checkbox"/> Coleman | <input type="checkbox"/> Cornecius | <input type="checkbox"/> Crystal Tip |
| <input type="checkbox"/> Cummins & Woodward | <input type="checkbox"/> Daikin | <input type="checkbox"/> DelField | <input type="checkbox"/> Electro Freeze |
| <input type="checkbox"/> Frigidaire | <input type="checkbox"/> Gibson | <input type="checkbox"/> Honeywell | <input type="checkbox"/> Hoshizaki |
| <input type="checkbox"/> Ice O Matic | <input type="checkbox"/> ICEE | <input type="checkbox"/> Johnson Controls | <input type="checkbox"/> Kelvinator |
| <input type="checkbox"/> Kold Draft | <input type="checkbox"/> Leibert | <input type="checkbox"/> Lennox | <input type="checkbox"/> Luxaire |
| <input type="checkbox"/> Manitowoc | <input type="checkbox"/> Maytag | <input type="checkbox"/> McQuay | <input type="checkbox"/> Perlick |
| <input type="checkbox"/> Philco | <input type="checkbox"/> Rheem | <input type="checkbox"/> Ruud | <input type="checkbox"/> Sani Serv |
| <input type="checkbox"/> Scotsman | <input type="checkbox"/> Seibe | <input type="checkbox"/> Siemens | <input type="checkbox"/> Storling |
| <input type="checkbox"/> Tappan | <input type="checkbox"/> Tekmar | <input type="checkbox"/> Toshiba | <input type="checkbox"/> Trane |
| <input type="checkbox"/> Traulsen | <input type="checkbox"/> True | <input type="checkbox"/> United | <input type="checkbox"/> Victory |
| <input type="checkbox"/> Vogt | <input type="checkbox"/> Westinghouse | <input type="checkbox"/> York | <input type="checkbox"/> Morris |

What types of Equipment or Systems have you worked with? (Select ALL that apply)

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> Absorption Systems | <input type="checkbox"/> Air Dist. Equipment | <input type="checkbox"/> Air Handlers | <input type="checkbox"/> Ammonia |
| <input type="checkbox"/> Anti-Vibrations | <input type="checkbox"/> Appliances | <input type="checkbox"/> Appliances - Home | <input type="checkbox"/> Boilers |
| <input type="checkbox"/> Central Plants | <input type="checkbox"/> Centrifugal | <input type="checkbox"/> Chilled Water | <input type="checkbox"/> Chillers |
| <input type="checkbox"/> Commercial Cooking Equipment | <input type="checkbox"/> Cooling Towers | <input type="checkbox"/> Dehumidification | <input type="checkbox"/> Dish Washers |
| <input type="checkbox"/> Dry Systems | <input type="checkbox"/> Dry-Coolers | <input type="checkbox"/> Dryers – Clothes | <input type="checkbox"/> Electric Stoves |
| <input type="checkbox"/> Exhaust Systems | <input type="checkbox"/> FCB Machines | <input type="checkbox"/> Forced Air Systems | <input type="checkbox"/> Freezers – Commercial |
| <input type="checkbox"/> Frozen Beverage Machines | <input type="checkbox"/> Furnace | <input type="checkbox"/> Gas | <input type="checkbox"/> Gas Stoves |
| <input type="checkbox"/> Geo Thermal | <input type="checkbox"/> Ground Source Heat Pumps | <input type="checkbox"/> Heat Pumps | <input type="checkbox"/> Humidification |
| <input type="checkbox"/> HVAC Equipment | <input type="checkbox"/> Hydronic | <input type="checkbox"/> Ice Machines | <input type="checkbox"/> Ice Cream Machines |
| <input type="checkbox"/> In-Floor | <input type="checkbox"/> Oil | <input type="checkbox"/> Ovens – Electric | <input type="checkbox"/> Ovens – Gas |
| <input type="checkbox"/> Package Units | <input type="checkbox"/> Portable HVAC | <input type="checkbox"/> Propane | <input type="checkbox"/> Radiant Heating |
| <input type="checkbox"/> Reach-Ins | <input type="checkbox"/> Recipricating | <input type="checkbox"/> Refrigeration | <input type="checkbox"/> Refrigerators |
| <input type="checkbox"/> Rooftop Units | <input type="checkbox"/> Split Systems | <input type="checkbox"/> Steam | <input type="checkbox"/> Variable Speed Equipment |
| <input type="checkbox"/> VAV | <input type="checkbox"/> Ventilation | <input type="checkbox"/> Walk-Ins | <input type="checkbox"/> Washers - Clothes |
| <input type="checkbox"/> Water Heaters | <input type="checkbox"/> Wet Systems | <input type="checkbox"/> Window Units AC | |

HVAC/R Industry Skills Continued

What types of Parts and Accessories have you worked with? (Select ALL that apply)

- | | | | | |
|--------------------------------------|--|---------------------------------------|-------------------------------------|---------------------------------|
| <input type="checkbox"/> Coils | <input type="checkbox"/> Condensers | <input type="checkbox"/> Dampers | <input type="checkbox"/> Diffusers | <input type="checkbox"/> Grills |
| <input type="checkbox"/> Duct Work | <input type="checkbox"/> Electric Motors | <input type="checkbox"/> Registers | <input type="checkbox"/> HVAC Parts | <input type="checkbox"/> Fans |
| <input type="checkbox"/> Sheet Metal | <input type="checkbox"/> Sound Attenuators | <input type="checkbox"/> Vacuum Pumps | <input type="checkbox"/> Valves | |

Applications: (Select ALL that apply)

- | | | | | |
|--|---|-------------------------------------|---|--------------------------------------|
| <input type="checkbox"/> Clean Rooms | <input type="checkbox"/> Cold Storage | <input type="checkbox"/> Commercial | <input type="checkbox"/> Floating Floor | <input type="checkbox"/> Marine |
| <input type="checkbox"/> Government Projects | <input type="checkbox"/> Grocery Stores | <input type="checkbox"/> Hospitals | <input type="checkbox"/> Industrial | <input type="checkbox"/> Pools |
| <input type="checkbox"/> Light Commercial | <input type="checkbox"/> Multi-Family | <input type="checkbox"/> Off-Shore | <input type="checkbox"/> Residential | <input type="checkbox"/> Restaurants |
| <input type="checkbox"/> Snow Melting | <input type="checkbox"/> Institutional | | | |

What types of Building automation or controls experience do you have?

- | | | |
|---|-----------------------------------|---|
| <input type="checkbox"/> Building Automation | <input type="checkbox"/> Controls | <input type="checkbox"/> Controls - Design |
| <input type="checkbox"/> Controls - Programming | <input type="checkbox"/> DDC | <input type="checkbox"/> Pneumatic controls |



Which of the following have you had experience in or performed in a professional setting? (Please select ALL that apply)

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> Activity Reporting | <input type="checkbox"/> Activity Tracking | <input type="checkbox"/> Automotive repair | <input type="checkbox"/> Advertising (online) |
| <input type="checkbox"/> Advertising (print) | <input type="checkbox"/> Assembling | <input type="checkbox"/> Brazing | <input type="checkbox"/> Budgeting |
| <input type="checkbox"/> Business Development | <input type="checkbox"/> Call Center Management | <input type="checkbox"/> Carpentry | <input type="checkbox"/> Change Orders |
| <input type="checkbox"/> Channel Development | <input type="checkbox"/> Client Interaction | <input type="checkbox"/> Client/Account Management | <input type="checkbox"/> Cold Calling |
| <input type="checkbox"/> Commission Development | <input type="checkbox"/> Computer Literate | <input type="checkbox"/> Consultative Selling | <input type="checkbox"/> Contract Neg. |
| <input type="checkbox"/> Contract/Proposal Preparation | <input type="checkbox"/> Conventions/Trade Shows | <input type="checkbox"/> Customer Service | <input type="checkbox"/> Data Entry |
| <input type="checkbox"/> Department Forecasting | <input type="checkbox"/> Design/Build | <input type="checkbox"/> Designer | <input type="checkbox"/> Dispatcher |
| <input type="checkbox"/> Drafting | <input type="checkbox"/> Draftsman | <input type="checkbox"/> Driving | <input type="checkbox"/> Drywall Repair |
| <input type="checkbox"/> Electrical | <input type="checkbox"/> Energy | <input type="checkbox"/> Energy Management | <input type="checkbox"/> Engineer/BSME |
| <input type="checkbox"/> Engineer/PE | <input type="checkbox"/> EPA - CFC Certification | <input type="checkbox"/> Estimating | <input type="checkbox"/> Estimator |
| <input type="checkbox"/> Executive | <input type="checkbox"/> Expense Reports | <input type="checkbox"/> Fabrication | <input type="checkbox"/> Facility Manager |
| <input type="checkbox"/> Field Supervisor | <input type="checkbox"/> Forecasting | <input type="checkbox"/> Foreman | <input type="checkbox"/> Gen. Construction |
| <input type="checkbox"/> General Manager | <input type="checkbox"/> Goal Setting | <input type="checkbox"/> Heat Transfer | <input type="checkbox"/> Inspector |
| <input type="checkbox"/> Installation | <input type="checkbox"/> Installation - New Homes | <input type="checkbox"/> Installer | <input type="checkbox"/> Instructor |
| <input type="checkbox"/> International | <input type="checkbox"/> Inventory Control | <input type="checkbox"/> Journeyman | <input type="checkbox"/> Lead Generation |
| <input type="checkbox"/> Lead Management | <input type="checkbox"/> Leadership | <input type="checkbox"/> Machine Operator | <input type="checkbox"/> Maintenance |
| <input type="checkbox"/> Maintenance - Apartment | <input type="checkbox"/> Manager | <input type="checkbox"/> Manufacturer Rep | <input type="checkbox"/> Market Analysis |
| <input type="checkbox"/> Material Handler | <input type="checkbox"/> NATE Certification | <input type="checkbox"/> NEBB | <input type="checkbox"/> Negotiate Contracts |
| <input type="checkbox"/> OEM | <input type="checkbox"/> Operations Manager | <input type="checkbox"/> P&L | <input type="checkbox"/> Pipefitter |
| <input type="checkbox"/> Piping | <input type="checkbox"/> Plan/Spec | <input type="checkbox"/> Planning | <input type="checkbox"/> PLC |
| <input type="checkbox"/> Plan-O-Grams/Schematics | <input type="checkbox"/> Plumbing | <input type="checkbox"/> Policy/Procedure Development | <input type="checkbox"/> Production |
| <input type="checkbox"/> Prepare Financial Reports | <input type="checkbox"/> Presentation Preparation | <input type="checkbox"/> Preventative Maintenance | <input type="checkbox"/> Prod Demonstration |
| <input type="checkbox"/> Production Specialist | <input type="checkbox"/> Project Management | <input type="checkbox"/> Project Scheduling | <input type="checkbox"/> Proposal Dev. |
| <input type="checkbox"/> Proposal Presentation | <input type="checkbox"/> Prospecting/Lead Generation | <input type="checkbox"/> Punch List | <input type="checkbox"/> Purchase Orders |
| <input type="checkbox"/> Purchasing | <input type="checkbox"/> QA/QC Manager | <input type="checkbox"/> Quality Assurance/Control | <input type="checkbox"/> Reading Blueprints |
| <input type="checkbox"/> Relationship Management | <input type="checkbox"/> Repair | <input type="checkbox"/> Report Generation | <input type="checkbox"/> Reporting |
| <input type="checkbox"/> Research | <input type="checkbox"/> Retro-Fit | <input type="checkbox"/> Safety Coordinator | <input type="checkbox"/> Sales |
| <input type="checkbox"/> Sales - In Home | <input type="checkbox"/> Sales - Residential | <input type="checkbox"/> Sales - Retail | <input type="checkbox"/> Sales - Wholesale |
| <input type="checkbox"/> Sales Management, Area | <input type="checkbox"/> Sales Management, National | <input type="checkbox"/> Sales Management, Regional | <input type="checkbox"/> Sales Manager |
| <input type="checkbox"/> Sales Training Development | <input type="checkbox"/> Service Agreements | <input type="checkbox"/> Service Manager | <input type="checkbox"/> Sheet Metal Worker |
| <input type="checkbox"/> Shipping Coordination | <input type="checkbox"/> Shipping/Receiving | <input type="checkbox"/> Staffing | <input type="checkbox"/> Start-up |
| <input type="checkbox"/> Steamfitter | <input type="checkbox"/> Strategic Alliances | <input type="checkbox"/> Superintendent | <input type="checkbox"/> Supervision |
| <input type="checkbox"/> Take-offs | <input type="checkbox"/> Team Building | <input type="checkbox"/> Technician | <input type="checkbox"/> Trainer |
| <input type="checkbox"/> Telemarketing - Inbound | <input type="checkbox"/> Telemarketing - Outbound | <input type="checkbox"/> Territory Management | <input type="checkbox"/> Test & Balance |
| <input type="checkbox"/> Thermodynamics | <input type="checkbox"/> Troubleshooting | <input type="checkbox"/> Vendor Coordination | <input type="checkbox"/> Welding |

Other: _____

What Computer related experience do you have? (Select ALL that apply)

- | | | | | |
|-------------------------------------|--|---|------------------------------------|--|
| <input type="checkbox"/> ACT | <input type="checkbox"/> Approach | <input type="checkbox"/> AutoCad | <input type="checkbox"/> Derby | <input type="checkbox"/> Ecco Pro |
| <input type="checkbox"/> Echelon | <input type="checkbox"/> Energy Pro | <input type="checkbox"/> Estimation (software) | <input type="checkbox"/> Goldmine | <input type="checkbox"/> Load/Trace |
| <input type="checkbox"/> Lon Works | <input type="checkbox"/> Lon-Based Cicon | <input type="checkbox"/> Microstation | <input type="checkbox"/> MS Access | <input type="checkbox"/> MS Excel |
| <input type="checkbox"/> MS Office | <input type="checkbox"/> MS PowerPoint | <input type="checkbox"/> MS Word | <input type="checkbox"/> QuickPen | <input type="checkbox"/> SalesLogix |
| <input type="checkbox"/> Sharkware | <input type="checkbox"/> Siebel | <input type="checkbox"/> Trane Duct/Pipe Designer | <input type="checkbox"/> WinSales | <input type="checkbox"/> Service Titan |
| <input type="checkbox"/> QuickBooks | <input type="checkbox"/> FieldEdge | | | |

Other: _____

Certifications & Licenses

What Certifications & Licenses do you have? (Select ALL that apply)

- | | | |
|---|--|--|
| <input type="checkbox"/> Certified Energy Manager | <input type="checkbox"/> EPA 608 Type I | <input type="checkbox"/> EPA 608 Type II |
| <input type="checkbox"/> EPA 608 Type III | <input type="checkbox"/> EPA 608 Universal | <input type="checkbox"/> HVAC Excellence - A/C |
| <input type="checkbox"/> HVAC Excellence - Comm. A/C | <input type="checkbox"/> HVAC Excellence - Comm. Refrigeration | <input type="checkbox"/> HVAC Excellence - Electrical Heat |
| <input type="checkbox"/> HVAC Excellence - Gas Heat | <input type="checkbox"/> HVAC Excellence - Geothermal | <input type="checkbox"/> HVAC Excellence - Heat Pumps |
| <input type="checkbox"/> HVAC Excellence - Hydronics I | <input type="checkbox"/> HVAC Excellence - Hydronics II | <input type="checkbox"/> HVAC Excellence - Oil Heat |
| <input type="checkbox"/> ICE - Commercial Refrigeration | <input type="checkbox"/> ICE - Light Commercial A/C & Heating | <input type="checkbox"/> ICE - Residential A/C & Heating |
| <input type="checkbox"/> Journeyman HVAC License | <input type="checkbox"/> Journeyman Plumber License | <input type="checkbox"/> Master HVAC License |
| <input type="checkbox"/> Master Plumber License | <input type="checkbox"/> NATE - A/C | <input type="checkbox"/> NATE - Air Distribution |
| <input type="checkbox"/> NATE - Gas Heat | <input type="checkbox"/> NATE - Heat Pumps | <input type="checkbox"/> NATE - Oil Heating |
| <input type="checkbox"/> Registered Professional Engineer | <input type="checkbox"/> AWS Certification | |

Other: _____



ADDITIONAL INFORMATION

Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying.

Professional References

Please list 3-4 people you have worked with that can attest to your **ON THE JOB EXPERIENCE and PERFORMANCE.**

Name _____	Name _____
Position _____	Position _____
Company _____	Company _____
Telephone (____) _____	Telephone (____) _____

Name _____	Name _____
Position _____	Position _____
Company _____	Company _____
Telephone (____) _____	Telephone (____) _____



Did you complete this application yourself Yes No

If not, who did? _____

AGREEMENT (PLEASE READ CAREFULLY BEFORE SIGNING)

I certify that all the information on this application is accurate and complete to the best of my knowledge and understand that misleading or false statements will constitute sufficient cause for refusal of hire or termination of my employment.

I understand that neither the acceptance of this application nor the subsequent entry into any type of employment relationship with ThermalTran Mechanical, Inc. creates an actual or implied contract of employment. I understand that, if I accept employment with ThermalTran Mechanical, Inc, it will be on an at-will basis. This means that either ThermalTran Mechanical, Inc or I have the right to terminate the employment relationship at any time, for any reason, with or without cause.

I agree to submit to drug and alcohol testing, if requested by ThermalTran Mechanical, Inc.. I release ThermalTran Mechanical, Inc., and its employees, plus other persons or companies, from any and all liability arising out of or related in any way to such testing.

I authorize ThermalTran Mechanical, Inc. to investigate information concerning my education, employment experiences and all other aspects of my background relevant to my proposed employment. I release ThermalTran Mechanical, Inc. and its employees from all liability arising from such investigation.

Signature of applicant _____ Date: ____/____/____

Print Name: _____

ThermalTran Mechanical, Inc. is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with ThermalTran Mechanical, Inc. depends solely on your qualifications.

If you have a resume, please include it with this application

