



# UNITED ELECTRIC CONTROLS

180 Dexter Avenue

Watertown, MA 02472

(617) 926-1000

[www.ueonline.com](http://www.ueonline.com)

## JOB APPLICATION

Name (print) \_\_\_\_\_ Date \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State & Zip \_\_\_\_\_

Home Phone # ( ) \_\_\_\_\_ Mobile Phone # ( ) \_\_\_\_\_ Email \_\_\_\_\_

Position applied for \_\_\_\_\_ fulltime \_\_\_\_\_ part-time \_\_\_\_\_ other

Are you available to work overtime? yes/no Date available for employment \_\_\_\_\_

Can you at time of hire present proof (birth certificate, visa, or other) that you have the right to work in the United States? yes no

If you are under the age of 18, can you at time of hire show proof of age? yes no

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**Education/Training**

**Please list name & address of school      # of years attended      Area of study      Did you graduate?**

|             | 1 | 2 | 3 | 4 | Y | N |
|-------------|---|---|---|---|---|---|
| High School |   |   |   |   |   |   |

|         |   |   |   |   |   |   |
|---------|---|---|---|---|---|---|
| College | 1 | 2 | 3 | 4 | Y | N |
|---------|---|---|---|---|---|---|

**Degrees Received:** \_\_\_\_\_

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

\*\*\*\*\*  
**General Information**

How were you referred to United Electric Controls Co?

☐ Private Agency: \_\_\_\_\_ ☐ Internet Advertisement: \_\_\_\_\_

☐ Employee Name: \_\_\_\_\_ ☐ Other: \_\_\_\_\_

Have you ever been employed by United Electric Controls Co.? yes no

May we contact your present employer? yes no

Have you ever worked under another name? (not including maiden name) yes no

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**Work Experience:** *(not to be substituted by resume)*

Employer, Most Recent \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Address \_\_\_\_\_ Type of Business \_\_\_\_\_

Your Title \_\_\_\_\_ Immediate Supervisor \_\_\_\_\_ Phone # (    ) \_\_\_\_\_

Your Job Duties \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

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Employer \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Address \_\_\_\_\_ Type of Business \_\_\_\_\_

Your Title \_\_\_\_\_ Immediate Supervisor \_\_\_\_\_ Phone # (    ) \_\_\_\_\_

Your Job Duties \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

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Employer \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Address \_\_\_\_\_ Type of Business \_\_\_\_\_

Your Title \_\_\_\_\_ Immediate Supervisor \_\_\_\_\_ Phone # (    ) \_\_\_\_\_

Your Job Duties \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

**Are there any other skills, experiences or qualifications which you feel would especially qualify you to work with UE? Please provide details of any verified work done on a volunteer basis.**

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**REFERENCES** (Other than previously listed).  
Give the names and addresses of persons who know you (not relatives). (We will assume we have your permission to contact these people unless you indicate to the contrary.)

|                               |                               |                               |
|-------------------------------|-------------------------------|-------------------------------|
| Name _____                    | Name _____                    | Name _____                    |
| Address _____                 | Address _____                 | Address _____                 |
| _____                         | _____                         | _____                         |
| Phone # _____                 | Phone # _____                 | Phone # _____                 |
| Business<br>or Position _____ | Business<br>or Position _____ | Business<br>or Position _____ |
| Relationship _____            | Relationship _____            | Relationship _____            |
| Years<br>Known _____          | Years<br>Known _____          | Years<br>Known _____          |

**UNITED ELECTRIC CONTROLS IS AN EQUAL OPPORTUNITY EMPLOYER, APPLICANTS WILL RECEIVE CONSIDERATION FOR POSITIONS, WITHOUT REGARD TO RACE, COLOR, RELIGION, AGE, GENDER, NATIONAL ORIGIN, SEXUAL ORIENTATION, MARITAL STATUS, GENETIC INFORMATION, GENDER IDENTITY, INDIVIDUALS WITH DISABILITIES, AND EQUALLY TO DISABLED VETERANS, RECENTLY SEPARATED VETERANS, ARMED FORCES SERVICE MEDAL VETERANS, OTHER PROTECTED VETERAN AND VETERANS OF THE VIETNAM ERA.**  
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#### **Authorization**

Thank you for completing this application. Kindly read the following carefully and sign below indicating your understanding and agreement to this authorization.

**I hereby certify that the information contained in this application form, as well as all other information provided to United Electric during the pre-hire process, in any form, including my resume, is true and correct. I understand that any misrepresentation, falsification, or material omission of information on this application or on any other materials provided to United Electric during the pre-hire process, in any form, may result in my failure to receive an offer or, if I am hired, my dismissal from employment.**

I understand that if I am applying for a position which involves my operation of a motor vehicle, as part of my responsibilities, that any employment offer is contingent upon my submission of a Massachusetts or other state driver's license and upon United Electric's receipt of a driver's record acceptable to both United Electric and its insurer, and my satisfying any requirements imposed by either Federal or State law or by United Electric and/or by its insurer.

**I authorize investigation of all statements made to United Electric during the pre-hire process, including statements on this application and on my resume (if supplied), and I authorize any listed references to give you any and all information concerning my previous employers and any pertinent information they may have, personal or otherwise, and release all parties including my past employers, from all liability for any damage that may result from furnishing this information to you.**

**I understand that any employment offer is contingent upon my submission to drug testing and the receipt of negative test results. I further understand that, as a condition of employment, I may be required to undergo and successfully pass a testing for alcohol and/or drugs.**

I certify that I am not a party to a non-disclosure, non-competition or any other agreement, and that if I am hired by United Electric, my employment will not violate or conflict with any other contractual agreement to which I am bound.

**I understand that any offer of employment that I receive from United Electric is contingent upon my successful completion of the pre-employment screening process, including, but not limited to, United Electric's receiving references that it considers satisfactory.**

I understand that during the interview process I may have access to proprietary or confidential information of the Company, including marketing and financial information, and I agree not to disclose any such confidential information of the Company irrespective of whether I may profit or benefit from the disclosure.

**If hired, I agree to abide by the Company's policies, as amended by the Company from time to time at its discretion. Furthermore, if hired, I understand that my employment is at will, and therefore either the Company or I can terminate my employment at any time, for any reason or for no reason at all, with or without notice. It is further understood that this "at will" employment relationship may not be changed by any written documentation or by conduct unless such change is specifically acknowledged in writing by either the President or Human Resources Executive of this organization.**

I also understand that all offers of employment are subject to providing satisfactory proof of identity and legal authority to work in the United States.

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**It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal and civil liability.**

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Applicant Signature

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Date