



**bell engineering**  
**lexington • hopkinsville • asheville**

**APPLICATION FOR  
 EMPLOYMENT**

Reply to: 2480 Fortune Drive, Suite 350, Lexington, KY 40509  
 107 Forbes Drive, P.O. Box 661, Hopkinsville, KY 42241  
 28 Schenck Parkway, Bldg. 2B, Asheville, NC 28803

(Please Letter Plainly)

**PERSONAL INFORMATION**

**Date of Application** \_\_\_\_\_

Last Name		First Name		Middle Initial	
Address: Number	Street	City	State	Zip Code	
Social Security No.		Telephone No(s).		email address	
In case of emergency, notify _____					
Phone _____					
Address _____					

Position Applied For _____	Monthly Salary Desired _____		
Permanent _____	Part-time _____	Temporary _____	Referred by _____
Name of Spouse _____		Spouse's Employer _____	
Address of Spouse's Employer _____			
Phone _____			
If hired, on what date will you be available to start work? _____			
If hired, do you have any situation that would limit your working away from the office for extended periods (one or two weeks)? _____ Yes _____ No			
If yes, describe _____			
_____			
If hired, do you have a reliable means of transportation? _____ Yes _____ No			

## EDUCATIONAL BACKGROUND

Type of School	Name and Address	No. of Years _____	Graduated _____	
			Yes _____	No _____
Grammar or Grade				
High School				
College				
Post Graduate				
Business or Trade				
Other				

## PRIOR WORK EXPERIENCE (Give most recent employer first)

Employer	<u>Dates Employed</u>		Work Performed
	From	To	
Address			
Telephone No.(s)	<u>Hourly Rate/Salary</u>		
email address	Starting	Final	
Job Title	Supervisor		
Reason for Leaving			

**Prior Work Experience – Continued**

Employer	<u>Dates Employed</u>		Work Performed
	From	To	
Address			
Telephone No.(s)	<u>Hourly Rate/Salary</u>		
email address	Starting	Final	
Job Title	Supervisor		
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email address	Starting	Final	
Job Title	Supervisor		
Reason for Leaving			

May we contact the employers listed on previous pages? \_\_\_\_\_ If not, indicate which one(s) you do not wish us to contact. \_\_\_\_\_

**SPECIAL SKILLS AND QUALIFICATIONS**

Summarize special job-related skills and qualifications acquired from employment or other experience:

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**REFERENCES** (Other than relatives or past employers)

	<b>Name</b>	<b>Address</b>	<b>Occupation</b>	<b>Phone</b>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

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

**DO NOT WRITE BELOW THIS LINE**

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Date \_\_\_\_\_ Interviewer \_\_\_\_\_

Result of Interview \_\_\_\_\_

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Salary Discussed \_\_\_\_\_ Hours \_\_\_\_\_ Increases \_\_\_\_\_

Special Conditions \_\_\_\_\_

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