



POOL TECH™
 A WGHK Inc. COMPANY
We help people enjoy water!

APPLICATION FOR EMPLOYMENT

3233 1st Ave. SE • Cedar Rapids, Iowa 52402 • www.pooltech.com

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

We consider applicants for all positions without regard to race, color, religion, creed, national origin, age, disability, marital or veteran status, or any other legally protected status.

EMPLOYMENT DESIRED

 JOB TITLE

 DATE OF APPLICATION

 DATE AVAILABLE FOR WORK

AVAILABILITY: FULL-TIME PART TIME TEMPORARY

How did you learn about us? Advertisement Employment Agency Friend Relative Other _____

PERSONAL

 NAME: FIRST, MIDDLE INITIAL, LAST

 ADDRESS, CITY, STATE, ZIP

 PHONE NUMBER

 SOCIAL SECURITY NUMBER

Are you 18 years of age or older? Yes No

Have you applied with us before? Yes No

Do any of your friends or relatives work here? Yes No

if Yes, list name and relationship: _____

Are you legally able to work in the United States? Yes No

Are you currently on "Lay-off" and subject to recall? Yes No

Can you travel if a job requires it? Yes No

Are you a military veteran? Yes No

If Yes, Dates of Active Duty: _____ to _____

Please list any other name you been known by that this company will require to verify any of the information on this application:

Have you been convicted of a crime other than a minor traffic violation? If Yes please explain. * Yes No

*Convictions for OWI are not minor traffic violations. A conviction record will not necessarily bar employment, factors such as age at the time of offense and seriousness of the violation will be considered.

EDUCATION

Do you have a High School Diploma or GED? Yes No

 NAME OF LAST SCHOOL ATTENDED, CITY, STATE

CIRCLE LAST YEAR OF SCHOOL ATTENDED: 6 7 8 9 10 11 12 13 14 15 16 17 18

CIRCLE THE HIGHEST DEGREE EARNED: High School Diploma GED Certificate AA BS/BA Other _____

Area of Concentration and/or degree(s), certificates, licences, endorsements: _____

Other training or skills (Special courses, certifications, machinery): _____



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WORK HISTORY

List employers, starting with current or most recent. Include any job-related military service and volunteer activities. May attach résumé and/or additional pages.

COMPANY NAME

JOB TITLE

ADDRESS

WORK PERFORMED

PHONE

START DATE

END DATE

RATE OF PAY

REASON FOR LEAVING

COMPANY NAME

JOB TITLE

ADDRESS

WORK PERFORMED

PHONE

START DATE

END DATE

RATE OF PAY

REASON FOR LEAVING

COMPANY NAME

JOB TITLE

ADDRESS

WORK PERFORMED

PHONE

START DATE

END DATE

RATE OF PAY

REASON FOR LEAVING

May we contact your former employers
to verify this information? Yes No

May we contact your present employer? Yes No

Explain any gaps in employment: _____



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ADDITIONAL INFORMATION

Please provide any additional information about your abilities or interests that makes you a good candidate for this position:

List professional, trade, business or civic activities, and offices held:

Are you capable of performing in a reasonable manner, with or without reasonable accommodation, the activities involved in the position for which you have applied? A review of the activities involved for the position has been supplied. Yes No

APPLICANTS STATEMENT

I certify that the answers given herein are true and complete.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision

I understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand also, that i am required to abide by all rules and regulations of the employer.

SIGNATURE OF APPLICANT

DATE



PRE-EMPLOYMENT DRUG TESTING POLICY

I. Introduction

Pool Tech WGHK (the "Company") conducts pre-employment drug testing designed to prevent the hiring of individuals who use either illegal drugs or legal drugs without a prescription. This drug testing is intended to allow the Company to implement a drug-free workplace. (Applicants who have worked for Pool Tech within the past (12) months and who have passed a drug test will be exempt from the testing.)

II. Pre-Employment

- A. Drug Testing A prospective employee will be tested for the following drugs: (1.) cocaine, (2.) opiates, (3) marijuana, (4) amphetamines, and (5) phencyclidine (PCP). The prospective employee may provide any information which may be relevant to the drug test. Such information may include identification of prescription or nonprescription drugs currently or recently used or any other relevant medical information.
- B. Refusal to Test The refusal to provide a testing sample will result in the Company withdrawing its conditional offer to hire a prospective employee.
- C. Positive Test Results If a positive test result occurs, the prospective employee will be provided written notice of the test results, the name and address of the medical review officer interpreting the results and the prospective employee's right to request records related to the drug test. The prospective employee must request the records related to the drug test within 15 calendar days from the date the written notice was provided. If the prospective employee is a minor, the written notice shall also be provided to the prospective employee's parent by certified mail, return receipt requested. A positive result for illegal drugs or legal drugs being used without a current prescription for that prospective employee will result in withdrawal of a prospective employees conditional offer of hire.

I acknowledge receipt of the Pre-Employment Drug Testing Policy of Pool Tech WGHK on

DATE

SIGNATURE OF PROSPECTIVE EMPLOYEE

I am ___ am not ___ under age 18.

If i am under the age of 18, the name and address of my parent(s) or guardian is:

