



# Application for Employment

UGI is an equal opportunity employer. It is our policy to provide equal opportunities in employment, promotion, wages, benefits and all other privileges, terms and conditions of employment to qualified persons without regard to race, religion, color, creed, ancestry, national origin, sex, sexual orientation, genetic information, age, veteran's status or disability which does not interfere with the ability to perform the essential functions of an employee's job with or without reasonable accommodation or any other characteristic prohibited by law. No question on this application is asked for the purpose of limiting or excluding any applicant's consideration for employment because of membership in any one of these classes.

Full Name: \_\_\_\_\_ Tel. No. \_\_\_\_\_ Date: \_\_\_\_\_  
Last First Initial Area Code

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Desired Salary: \_\_\_\_\_

Position Applied For: \_\_\_\_\_ Date available to start \_\_\_\_\_

Please specify which business unit you are applying for employment with.

UGI Utilities, Inc. - Gas Division  UGI Utilities, Inc. - Electric Division  UGI Penn Natural Gas, Inc.  UGI Central Penn Gas, Inc.

Type of employment sought  full-time  part-time  temporary Preferred work location \_\_\_\_\_

Are you willing to relocate?  yes  no Are you at least 18 years of age?  yes  no

## Educational Background

Name of Institution	City and State	Graduated	Field of Concentration	Type of Degree or Diploma
High School or Equivalent		<input type="checkbox"/> yes <input type="checkbox"/> no		
Business, Trade, or Other School		<input type="checkbox"/> yes <input type="checkbox"/> no		
College/University		<input type="checkbox"/> yes <input type="checkbox"/> no		
College/University		<input type="checkbox"/> yes <input type="checkbox"/> no		

Have you ever worked for UGI Corporation or any of its subsidiaries?  yes  no If yes, when, where, what capacity, why did you

Have you ever applied for a position with UGI before?  yes  no Position \_\_\_\_\_ Date \_\_\_\_\_

Are you a licensed driver?  yes  no

State \_\_\_\_\_ License # \_\_\_\_\_ Expiration date \_\_\_\_\_ License Class \_\_\_\_\_

Have you ever been convicted of a felony?  yes  no misdemeanor?  yes  no Date \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Information supplied with respect to conviction(s) will not necessarily bar applicant from consideration for employment. Reason for and time elapsed will be reviewed in light of responsibilities of the position.

Are you legally eligible for employment in the USA? (If yes, verification will be required if a job offer is made.)  yes  no

# Employment Record

List previous employers - most recent first. (Complete all sections - attach additional sheet if necessary).

Present or Last Employer and Address

May we contact?  yes  no

Telephone Number	Supervisor Name and Title	Dates (month/year) From _____ To _____
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Nature of Business	Ending Salary	Reason for Leaving
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Title and Primary Responsibilities:

Previous Employer and Address

May we contact?  yes  no

Telephone Number	Supervisor Name and Title	Dates (month/year) From _____ To _____
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Nature of Business	Ending Salary	Reason for Leaving
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Title and Primary Responsibilities

Previous Employer and Address

May we contact?  yes  no

Telephone Number	Supervisor Name and Title	Dates (month/year) From _____ To _____
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Nature of Business	Ending Salary	Reason for Leaving
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Title and Primary Responsibilities

Previous Employer and Address

May we contact?  yes  no

Telephone Number	Supervisor Name and Title	Dates (month/year) From _____ To _____
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Nature of Business	Ending Salary	Reason for Leaving
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Title and Primary Responsibilities

Please describe any additional certification, skills, training, activities or abilities you would like to have us consider in evaluating your qualifications:

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Professional employment references:

Name \_\_\_\_\_ Relationship to you \_\_\_\_\_ Phone # \_\_\_\_\_  
Area Code \_\_\_\_\_

Name \_\_\_\_\_ Relationship to you \_\_\_\_\_ Phone # \_\_\_\_\_  
Area Code \_\_\_\_\_

Name \_\_\_\_\_ Relationship to you \_\_\_\_\_ Phone # \_\_\_\_\_  
Area Code \_\_\_\_\_



## APPLICANT INVITATION TO SELF-IDENTIFY

The Company is a government contractor subject to Executive Order 11246. As a government contractor, we are required to take affirmative action to employ qualified minorities and women. As part of our affirmative action obligations, the Company is required to collect data concerning the race and gender of its applicants. Submission of this information by applicants, however, is voluntary, and refusal to provide it will not subject you to any adverse treatment. The Company maintains a policy of considering all qualified applicants for employment without regard to race, color, religion, sex, sexual orientation, genetic information, age, national origin, disability, veteran status or any other characteristic prohibited by law. You are invited to check the following categories that apply to you.

Name: \_\_\_\_\_  
Last First Initial

Date Applied for Position: \_\_\_\_\_

Gender:  Male  Female

Ethnicity/Race:

Please indicate your ethnicity or race by selecting one option below. If you are Hispanic, please select the Hispanic category. If you are not Hispanic, please select one of the other categories.

- Hispanic or Latino A person Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin.
- American Indian or Alaska Native, Not Hispanic or Latino A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- Asian, Not Hispanic or Latino A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.
- Black or African American, Not Hispanic or Latino A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or other Pacific Islander Not Hispanic or Latino A person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands
- White, Not Hispanic or Latino A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Two or More Races Not Hispanic or Latino A person who identifies with more than one of the above races.
- I prefer not to answer.

## U.S. Military Service

Were you or are you now in the U.S. Armed Forces?  yes  no

Dates of Duty: \_\_\_\_\_

List skills or training acquired: \_\_\_\_\_

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## What prompted you to apply for work at UGI?

- |  |   |
|--|---|
| <input type="checkbox"/> Newspaper                 | <input type="checkbox"/> Professional Organization                    |
| <input type="checkbox"/> College Placement Office  | <input type="checkbox"/> Employee Referral (employee name) _____      |
| <input type="checkbox"/> Employment Agencies       | <input type="checkbox"/> Former Employee (former employee name) _____ |
| <input type="checkbox"/> State Employment Agencies |   |
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I certify that the information contained in this application is correct to the best of my knowledge and understand that any falsification or material omission is grounds for the refusal to hire me, or if I am hired, dismissal from employment. I authorize UGI to make a thorough investigation of my previous employment, education, references and all other information provided on this application.

I authorize any of the persons or organizations referenced in this application to release any pertinent information they may have with regard to any of the subjects covered by this application, and I release from all liability all parties supplying such information. I release and hold harmless UGI from and against any and all liability or claims for damages that may result from this investigation or the release, disclosure and use of this information.

I understand that nothing contained in this employment application or the granting of an interview is intended to create, nor does it create, an employment contract between UGI and myself. I understand that employment with UGI is subject to the satisfactory completion of the Company's physical requirements including a drug test. I further understand that if I am hired by UGI, I will be employed at-will, which means that either UGI or I may terminate the employment relationship at any time, with or without prior notice, and with or without cause or reason.

If employed, I agree to abide by the rules and policies of UGI.

Signature \_\_\_\_\_ Date \_\_\_\_\_

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NOTE: This application will be considered as "active" for six months from date of completion, following which you must reapply.

