



837 N. Eason Blvd., Tupelo, MS 38804 (662) 690-6196
2701 Handy Blvd., Meridian, MS 39301 (601) 687-5417

Preferred Work Location: _____

OFFICE EMPLOYEES

APPLICATION FOR EMPLOYMENT

APPLICANT NAME: _____ DATE OF APPLICATION _____

CURRENT ADDRESS _____ CITY _____ STATE _____ ZIP _____

HOW LONG _____ PHONE _____ CELL _____

PREVIOUS ADDRESS _____ CITY _____ STATE _____ ZIP _____

SOCIAL SECURITY NUMBER _____ DATE OF BIRTH _____

HAVE YOU WORKED FOR THIS COMPANY BEFORE? YES NO TERMINAL _____

If YES, what position? _____ Dates _____

In compliance with federal and state Equal Employment Opportunity laws, qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital status, veteran status, non-job related disability, or any other protected group status.

APPLICANT MUST READ AND SIGN

I authorize Trans Power Corporation of Mississippi to investigate and inquire of my employment, personal or other related matters as may be necessary in arriving at employment decision. I release employers and other persons from all liability in responding to inquiries and releasing information concerning my application. All information provided in this application is true and correct.

APPLICANT PRINTED SIGNATURE: _____ DATE: _____

EMPLOYMENT HISTORY

Start with most recent – Use additional sheet(s) if more space is needed.

EMPLOYER 1 – Name & Address	DATES	POSITION HELD
	From	
		REASON FOR LEAVING
	To	Leaving Pay:

EMPLOYER 2– Name & Address	DATES	POSITION HELD
	From	
		REASON FOR LEAVING
	To	Leaving Pay:

EMPLOYER 3– Name & Address	DATES	POSITION HELD
	From	
		REASON FOR LEAVING
	To	Leaving Pay:

EMPLOYER 4– Name & Address	DATES	POSITION HELD
	From	
		REASON FOR LEAVING
	To	Leaving Pay:

Have you ever been convicted of a crime? _____ Yes _____ No

If yes, give details, including date(s): _____

EDUCATION

Highest grade completed: High School: _____ College: _____

Last School attended: _____ City _____ State _____

MILITARY STATUS

Have you served in the U. S. Armed Forces? _____ Branch _____ Dates _____

POSITION DESIRED

Position:	Date you can start:
Do you prefer: _____ Full-time _____ Part-time If part-time, hours per week desired:	Hours you are available to work: Days of week you are available to work:

SKILLS

CLERICAL SKILLS:	# of Years Experience
<input type="checkbox"/> Microsoft Word	_____
<input type="checkbox"/> Excel	_____
<input type="checkbox"/> Access / Database	_____
<input type="checkbox"/> Outlook / Email	_____
<input type="checkbox"/> Driver Recordkeeping	_____
<input type="checkbox"/> Driver Logs	_____

List any other qualifications you might have that are not listed on this application. _____

