



**Submit completed application to:**  
**NEPA Facilities Management, LLC**  
 E-MAIL: NEPAfacilities@gmail.com

NEPA Facilities Management, LLC (“NEPA FM”) is an Equal Opportunity Employer and is dedicated to the achievement of equality of opportunity for all applicants for employment without discrimination on the basis of race, color, ethnicity, religion, age, sex, national origin, disability or any other protected category under local, state or federal laws. No question on this application is asked for the purpose of limiting or excluding any applicant considered for employment by NEPA FM.

Please be thorough when completing this application. Even after hire, the information you provide here and during the pre-employment process will be relied on by NEPA FM as being true, complete, and accurate, for various purposes. Likewise, if you include your resume, make sure that you have provided all requested information including your employment, education, salary history, and references, and that your resume is true, complete and accurate.

Application Date:		Date Available for Work:	
First Name	Middle Name or Initial	Last Name	
Street	City	State	Zip Code
Home Phone ( )	Business Phone ( )	Cell Phone ( )	
Position(s) Applying for: _____			
Pay Expected: _____		<input type="checkbox"/> Full-Time (Year Round) <input type="checkbox"/> Part-Time (Seasonal)	
How did you learn of this position? <input type="checkbox"/> Web Posting: _____ <input type="checkbox"/> Other: _____			

Are you willing to work overtime? .....  Yes  No  
 Are you willing to work weekends? .....  Yes  No  
 Are you willing to travel as follows: ..... Less than 30 miles?  Yes  No ..... Between 30-60 miles?  Yes  No  
 Are you legally authorized to work in the US? .....  Yes  No  
 Are you 18 years of age or older?  Yes  No If not, do you have working papers? .....  Yes  No

I understand that any offer of employment by NEPA FM is contingent upon screening of my work/school/criminal record and personal references. Criminal records may be verified by the State Police or FBI. An affirmative answer to question #2 below will not automatically disqualify you from employment.

1. Have you been a resident of PA for the past two consecutive years? .....  Yes  No
2. Have you ever been convicted of a felony or misdemeanor in any criminal or military court?.....  Yes  No

If yes, list all dates and offense below:

Date(s): \_\_\_\_\_  
 Offense(s): \_\_\_\_\_  
 Disposition(s): \_\_\_\_\_

**EDUCATION HISTORY**

	Name & City/State	Course/Study	Number of Yrs. Completed	Graduate	List Degree(s)
High School				<input type="checkbox"/> Yes <input type="checkbox"/> No	
College				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Graduate/Other Trade School				<input type="checkbox"/> Yes <input type="checkbox"/> No	

**SPECIAL SKILLS**

Mechanical     Electrical     Plumbing     Carpentry     Excavation Equipment     Forklift  
 Other: \_\_\_\_\_

Please list all Professional License(s) and/or Certification(s); include Organization, State where Issued, ID# and Expiration, if any.

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I understand that, in accepting this application, NEPA FM is in no way obligated to provide me with employment and that I am not obligated to accept employment if offered, nor does NEPA FM's acceptance of this application imply employment.

I understand that NEPA FM does not guarantee employment for any specific length of time, regardless of quality of work. Therefore, I agree that, if hired, my employment may be terminated by NEPA FM or me at any time, with or without notice or cause.

I certify that I have fully, honestly, and accurately completed the application in its entirety. All statements made by me on this application are true, correct and complete to the best of my knowledge. I have not withheld anything whatsoever that would, if disclosed, affect this application unfavorably. I fully understand that any misrepresentation or omission in any part of this application, or in any subsequent other written documents that I am required to provide or complete in the course of employment with NEPA FM may result in the cancellation of this application and, if I am already employed, may result in termination of my employment by NEPA FM.

I hereby authorize NEPA FM to thoroughly investigate my references, work record, education and other matters related to my suitability for employment. Furthermore, I hereby authorize my former employers and former educators to disclose to NEPA FM any and all information related to my past employment and education without giving me prior notice of such disclosure. I certify that I have not been convicted of any crime that would disqualify me from the position(s) for which I am applying and hereby authorize NEPA FM to request, obtain and examine any and all records relating to a conviction and/or imprisonment for a misdemeanor or felony and all records related to my motor vehicle history. In addition, I hereby release NEPA FM, my former employers, and all other persons, corporations, partnerships, associations and government agencies from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

In consideration of my employment, I agree to conform to the policies and procedures of the company and any specific division policies and procedures. I agree that, if I accept employment with NEPA FM, I will, as a pre-condition of such employment, produce authentic documents as required establishing my identity and work authorization and sign form I-9 (issued by the Federal Government) verifying, under oath, my employment eligibility.

I hereby acknowledge that I have read the above statements and fully understand the terms thereof.

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

