



UHP PROJECTS, INC.

Ultra High Pressure Projects

Corporate Headquarters Office

4811 Mercantile Drive ♦ Newport News, Virginia 23607 ♦ Phone: (757) 928-1890 ♦ Fax: (757) 928-1946

APPLICATION FOR EMPLOYMENT

UHP Projects, Inc. is a **“Drug-Free”** workplace and **SAFETY** is held to the utmost importance. All applicants will be drug tested prior to hiring and will be randomly tested during their employment. All applicants will receive a background investigation check prior to hiring for Government Contractor Badge eligibility. All information on this application is subject to verification and validation. All information requested on this application is necessary for our records. No applicant will be denied employment based on race, color, sex, religion, or national origin. UHP Projects, Inc. is an Equal Opportunity Employer.

BASIC INFORMATION

Today's Date: _____

Name: _____

Last

First

Middle

Address: _____

Street

City

State

Zip-Code

Home Phone: () _____ Cell Phone: () _____

Are you over 18? Yes No

Are you a citizen of the United States? Yes No

If No, are you authorized to work in the U.S.? N/A Yes No

Do you have a valid Driver's License? Yes No

Do you have a valid Commercial Driver's License (CDL)? Yes No

If Yes, Class(es): _____ State(s): _____ License No: _____

EMPLOYMENT INTERESTS

Position(s) Desired: _____ Start Date: _____ Salary Desired: _____

What job related skills do you possess for the position(s) you are applying for: _____

Can you and are you willing to work overtime when necessary? Yes No

Can you and are you willing to work Weekends (Saturday & Sunday) when necessary? Yes No

Can you and are you able to travel out of the local area? Yes No

Are you willing to relocate? If Yes, Where? _____ Yes No

Were you previously employed by UHP PROJECTS, INC.? Yes No

If you answered Yes, explain why you left: _____

MISCELLANEOUS INFORMATION

Have you been convicted of a Felony within the last ten (10) years? Yes No

If Yes, explain: _____

Other than minor traffic offences, have you been convicted of a Misdemeanor, within the last five (5) years? If Yes, explain: _____ Yes No

Have you ever used Illegal Drugs and/or Alcohol while working? Yes No

Do you have any physical disabilities or physical limitations that will exclude you from performing any work for which you are being considered? Yes No

If Yes, explain: _____

Have you ever been involved in a job site accident that resulted in an injury to yourself or someone else? If Yes, explain: _____ Yes No

Are you afraid of heights and unable to work at various above ground levels? Yes No

EDUCATION BACKGROUND

High School: _____ City/State: _____

Did you graduate? Yes No

If Not, did you receive your GED? Yes No

College: _____ City/State: _____

Degree/Major: _____ Did you graduate? Yes No

Other Certifications/Qualifications held: _____

MILITARY SERVICE

Have you ever been a member of the Armed Forces? Yes No

If Yes, What Branch of Service(s):

Army Navy Marines Air Force Coast Guard Nat'l Guard

Rank and Title held at Discharge: _____ Type of Discharge: _____

What Positions, Jobs, Duties, Training, etc. did you hold?: _____

EMPLOYMENT HISTORY (Starting With The Most Recent)

Employer: _____ From: _____ To: _____
Address: _____ Phone: (_____) _____
Supervisor: _____ May we contact this person for a Reference? Yes No
Job Title/Position: _____ Starting Salary _____ Ending Salary _____
Duties and Responsibilities: _____
Reason for Leaving: _____

Employer: _____ From: _____ To: _____
Address: _____ Phone: (_____) _____
Supervisor: _____ May we contact this person for a Reference? Yes No
Job Title/Position: _____ Starting Salary _____ Ending Salary _____
Duties and Responsibilities: _____
Reason for Leaving: _____

Employer: _____ From: _____ To: _____
Address: _____ Phone: (_____) _____
Supervisor: _____ May we contact this person for a Reference? Yes No
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APPLICANT PRE-EMPLOYMENT INFORMATION, DISCLAIMER & ACKNOWLEDGEMENT

- UHP Projects, Inc. is a “**Drug-Free**” workplace and **SAFETY** is held to the utmost importance. Applicants and employees must agree to submit to Illegal Drug and Alcohol testing. These are performed before hire, at random, when there is reasonable suspicion, and when the employee has an accident. **Employees who test POSITIVE for Illegal Drug and/or Alcohol will be suspended until further notice pending investigation and will not be allowed to work on our job sites.**
- Employees set the image for the Company, and as such employees will be required to stay clean- shaven (mustache only, not below the corners of the mouth), and maintain a neat appearance. If you are unable to stay clean-shaven and present yourself in a neat, clean appearance, you will be subject to disciplinary action.
- Employees must wear steel-toed shoes, safety glasses, and hard hats at all times while they are on a job site. Employees must provide his or her own ANSI approved steel-toed shoes. Other safety equipment deemed necessary by the job conditions will be provided by the Company, and must be used by the employee. Employees will be issued safety equipment for the work requirements. Worn out safety equipment will be exchanged and replaced, however **safety equipment that is abused, lost or stolen will be charged to the employee and deducted from their payroll.** All equipment that is supplied to you must be worn on the job site as required. Failure to wear your safety equipment could create an opportunity for injury and will result in disciplinary action including **TERMINATION OF EMPLOYMENT.** Employees who Abuse and/or Misuse Company Equipment will be subject for monetary reclamation and disciplinary action up to **TERMINATION OF EMPLOYMENT.**
- Employees will be required to work in confined areas (i.e. tanks, bilge’s, etc.) or in high places (i.e. scaffolding, crane baskets, high reaches, platform lifts, etc.). Employees are expected and required to stay busy during their entire shift. Conversations, smoking breaks, personal phone calls, eating, etc., are to be done during scheduled breaks. Employees are expected to take care of their personal business on their personal time. Your supervisor will let you know when your scheduled breaks are.
- **Employees must be flexible and will periodically be required to work overtime, as well weekends and holidays, as needed to complete the job at hand if assigned by the Production Superintendent and/or Immediate Supervisor.**
- Employees who do not report to work as scheduled risk the possibility of disciplinary action including **TERMINATION OF EMPLOYMENT.** Employees are expected to notify the Production Superintendent and/or Immediate Supervisor when they are unable to report to work. Leaving a message with the answering service is not acceptable substitute for notifying the Production Superintendent and/or Immediate Supervisor. Employees are required to provide their own transportation to and from work and/or the job site when directed. “No Transportation” is **not** considered an excusable absence from work, and risk the possibility of disciplinary action including **TERMINATION OF EMPLOYMENT.**
- Any Employee that is caught stealing from our customers or the Company will receive immediate **TERMINATION OF EMPLOYMENT, NO EXCEPTIONS! Falsification of time on Time Cards is considered stealing from the Company.**
- The Company workweek is from Sunday to Saturday. Paydays are biweekly on Fridays after 10:00am. Direct Deposit is strongly encouraged and highly recommended due our unique hours worked and possible travel involved. Employees must cash their checks on their own time, either during lunch or after work. **Loans or advances will not be made, NO EXCEPTIONS!**

The information provided on this application is true and complete to the best of my knowledge. I authorize UHP PROJECTS, INC. to conduct any Background Investigation, Motor Vehicle and Credit Checks as deemed necessary and to verify the information and statements made on this application are true. If this application leads to employment, I understand that false, misleading misstatements, misrepresentation or omission of information on this application or during my interview may result in my release and dismissal from UHP PROJECTS, INC. I understand that acceptance of an offer of employment creates no obligation upon the employer, and myself to continue to employ me in the future. By signing below, you have stated that you have read and understand the above-mentioned information and policies of UHP PROJECTS, INC. All prospective employees will be provided with a copy of the company policies for review during orientation. **I understand and acknowledge the above information and that submission of this application does not constitute or guarantee you a phone call, an interview or an offer of employment.**

Print Name: _____ Signature: _____ Date: _____