

Pantropic Power, Inc. ONE SOURCE – ONE CALL – ONE SOLUTION™

www.pantropic.com

If you would like to apply for a posted position, please use the attached form. By using the Inter- Office Application you will be given first consideration for the position.

ELIGIBILITY:

- 1. You must be a full time employee
- 2. You must have worked for the company for at least 1 year.
- 3. You may not have been transferred to a new department in the last 12 months.
- 4. Job performance, attendance, experience, education and training will be considered.

After the application has been completed and signed in approval by your manager, forward the form to the Human Resources Department. No employee will be considered without completing an application

If you need help or have questions about any of the positions, please contact me.



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INTER – OFFICE APPLICATION

Today's Date:
Employee Name:
Position Applied For:
Present Position:
Summarize the nature of the work performed and job responsibilities in your present position
What is your present hourly rate/salary?
Who is your immediate supervisor?
Signature of immediate supervisor
How long have you been in your present position?
Have you applied for a posted position before?
Have you transferred to a new position in the last 12 months?
Interviewer: Please comment on applicant qualifications for position and return this form to the Human Resource Dept.