

Name(last) _____ First _____ MI _____ Home Phone _____ Alt. Phone _____ Today's Date ____/____/____

Street Address _____ City _____ State _____ Zip Code _____

Emergency Contact _____ Phone _____ Relationship _____

Email _____

Physical Limitations: Approx. Weight you are capable of lifting: _____

Transportation Available? _____ Own Vehicle Bus Walk Ride
 How far are you willing to travel? _____

Temp Temp-to-Hire
 Perm

Prior Work Experience

Work History:		PERMANENT EMPLOYMENT				
From	To	Name/Address of Company	Supervisor	Duties	Salary	Reason for Leaving

Dates Available for Work:

Start: _____

Circle Days Available: S M T W TH F S

Days Hours From _____ To _____

Night Hours From _____ To _____

Shifts Available 1st 2nd 3rd 12 hour

Social Security Number _____/_____/_____ Verified

How Did you Hear About Us? _____

Referred by: _____

Least Acceptable Hourly Pay Rate _____

Full Time Part-Time

Education Completed _____ High School Diploma Y N GED

Business / Vocational School _____

Are you currently attending classes? Yes No Where: _____ Degree or Major: _____

College 1 2 3 4 4+ Where: _____ Degree/Major: _____

Have you applied here before? Yes No When? _____



CHECK ONLY THE SKILLS WHICH YOU HAVE WORK EXPERIENCE

<p>PLANT MAINTENANCE</p> <input type="checkbox"/> Machine Repair <input type="checkbox"/> Electrical Repair <input type="checkbox"/> Machine Maintenance <input type="checkbox"/> OSHA Lock-out Tag-out <input type="checkbox"/> Plumbing <input type="checkbox"/> Carpentry <input type="checkbox"/> Millwright <input type="checkbox"/> Janitorial <input type="checkbox"/> Hazmat	<p>WAREHOUSING</p> <input type="checkbox"/> Forklift Certified Y N <input type="checkbox"/> Load / Unload <input type="checkbox"/> Stock Clerk <input type="checkbox"/> Order Picker <input type="checkbox"/> Inventory <input type="checkbox"/> On Line UPS / Fed Ex <input type="checkbox"/> Material Handler <input type="checkbox"/> Computer <input type="checkbox"/> Bar Coding <input type="checkbox"/> Pallet Jacks <input type="checkbox"/> Packing <input type="checkbox"/> Labeling	<p>MACHINE OPERATORS</p> <input type="checkbox"/> Precision Machines <input type="checkbox"/> Metal Stamping <input type="checkbox"/> Punch Press <input type="checkbox"/> Grinding <input type="checkbox"/> Manual Machines <input type="checkbox"/> Drill Presses <input type="checkbox"/> Lathes <input type="checkbox"/> Manual <input type="checkbox"/> CNC <input type="checkbox"/> Milling <input type="checkbox"/> Manual <input type="checkbox"/> CNC <input type="checkbox"/> Thermoforming <input type="checkbox"/> Plating <input type="checkbox"/> Injection Molding <input type="checkbox"/> Setup <input type="checkbox"/> Extrusion <input type="checkbox"/> Polishing <input type="checkbox"/> Screw Machines <input type="checkbox"/> Bridgeports <input type="checkbox"/> Eyelet Machines <input type="checkbox"/> Headers <input type="checkbox"/> Chemical <input type="checkbox"/> Slitters		<p>CNC</p> <input type="checkbox"/> Operate <input type="checkbox"/> Set-up <input type="checkbox"/> Program Brands: _____ _____ _____ _____ _____
<p>PC SOFTWARE SYSTEMS</p> <input type="checkbox"/> Word <input type="checkbox"/> Excel <input type="checkbox"/> Outlook <input type="checkbox"/> Access <input type="checkbox"/> Quickbooks <input type="checkbox"/> JDE <input type="checkbox"/> Peachtree <input type="checkbox"/> Other _____	<p>QUALITY CONTROL</p> <input type="checkbox"/> Document Control <input type="checkbox"/> Testing Mechanical <input type="checkbox"/> Testing Electrical <input type="checkbox"/> Parts Inspection <input type="checkbox"/> Layout <input type="checkbox"/> Metallurgical <input type="checkbox"/> First Piece/In Process <input type="checkbox"/> ISO-9000 <input type="checkbox"/> NDT <input type="checkbox"/> CMM <input type="checkbox"/> SPC <input type="checkbox"/> Calibration	<p>ENGINEERING / MFG</p> <input type="checkbox"/> Environmental <input type="checkbox"/> Civil <input type="checkbox"/> Electrical <input type="checkbox"/> Mechanical <input type="checkbox"/> Computer <input type="checkbox"/> Construction <input type="checkbox"/> Quality Control <input type="checkbox"/> CAD <input type="checkbox"/> Blue Print Reading <input type="checkbox"/> Schematics <input type="checkbox"/> Diagrams	<p>CRAFTSMAN / SKILLED</p> <input type="checkbox"/> Auto <input type="checkbox"/> Repairs <input type="checkbox"/> Body <input type="checkbox"/> Mechanic <input type="checkbox"/> Toolmaker <input type="checkbox"/> Machine Maintenance <input type="checkbox"/> Cutter Grinder <input type="checkbox"/> Welder (Mig Tig) <input type="checkbox"/> Sheet Metal <input type="checkbox"/> Moldmaker <input type="checkbox"/> Woodworking <input type="checkbox"/> Drafter <input type="checkbox"/> CAD/Manual <input type="checkbox"/> HVAC	
<p>TECHNICIANS</p> <input type="checkbox"/> Mechanical <input type="checkbox"/> Service <input type="checkbox"/> Test/Electronic <input type="checkbox"/> Chemical <input type="checkbox"/> Electrical	<p>PROFESSIONAL</p> <input type="checkbox"/> Quality Manager <input type="checkbox"/> Purchasing <input type="checkbox"/> Logistics - Traffic <input type="checkbox"/> Materials Manager <input type="checkbox"/> Production Manager <input type="checkbox"/> MIS <input type="checkbox"/> Expediting <input type="checkbox"/> Estimator / Quoter <input type="checkbox"/> Safety Manager <input type="checkbox"/> Operations Manager	<p>ADMINISTRATIVE</p> <input type="checkbox"/> Payroll <input type="checkbox"/> Accounting <input type="checkbox"/> Bookkeeping <input type="checkbox"/> AP <input type="checkbox"/> AR <input type="checkbox"/> Customer Service <input type="checkbox"/> Data Entry <input type="checkbox"/> Filing <input type="checkbox"/> Receptionist 10+ Lines / 10- <input type="checkbox"/> Other _____ _____ _____	<p>MAIL/COLLATING</p> <input type="checkbox"/> Inserting / Folding <input type="checkbox"/> Marking / Blndery <input type="checkbox"/> Collating / Assembly <input type="checkbox"/> Folding / Creasing <input type="checkbox"/> Paper Cutting <input type="checkbox"/> Silkscreen <input type="checkbox"/> Lavout / Design <p>ASSEMBLY</p> <input type="checkbox"/> Electronic <input type="checkbox"/> Mechanical <input type="checkbox"/> P.C. Board <input type="checkbox"/> Soldering <input type="checkbox"/> Wave Soldering <input type="checkbox"/> Wiring <input type="checkbox"/> Harness	
<p>Staffers Notes:</p> 				

PLEASE READ EACH STATEMENT CAREFULLY BEFORE SIGNING

I certify that all information provided in this employment application is true. I understand that any false information or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date.

I understand that the employer will thoroughly investigate my work and personal history and verify all data given on this application, on related papers, and in interviews. I authorize all individuals, schools, and firms names therein except my current employer if so noted to provide any information requested about me, and I release them from all liability for damage in providing this information. You may also release the information herein to your clients and insurance companies and may give references on me.

If selected for employment, I agree to provide documentation showing that I am authorized to work in the U.S. If I work for you, I will be your employee. I will obtain permission for discussing permanent employment with your clients. I will keep confidential all information I learn from your clients. I will notify you when my temporary assignment ends. If I don't it means that I am not available for work.

I understand that compliance with the Company's code of conduct is a condition of employment.

I understand that this application or subsequent employment does not create a contract of employment nor guarantee employment for any definite period of time. If employed, I understand that I have been hired at the will of the employer and my employment may be terminated at any time with or without cause and with or without notice.

I have read, and by my signature consent to these statements.

Signature: _____

Date: _____

(Rev 1/16/17)