

EMPLOYMENT APPLICATION FORM

Please complete all fields by printing all information (except, of course, your signature)

BASIC INFORMATION

Name: _____ Date: _____
First M.I. Last Maiden

Address: _____
Street City State ZIP

Phone: _____ D.O.B.: _____ Email: _____

Do you have a valid driver's license? Yes No

If No, what is your method of transportation? _____

Position applied for: _____ Hourly wage/salary desired: _____

Select one: Full-Time Only Part-Time Only Full-Time or Part-Time

Select one: 1st Shift 2nd Shift 3rd Shift No Preference

Date available to start: _____ How many hours can you work weekly? _____

Hours available to work: _____
(Completely open schedule? Write "No Pref") Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Do you have experience with technical drawings? Yes No

If Yes, describe briefly: _____

May we contact your current employer? Yes No

EDUCATION

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (CITY, STATE)	YEARS COMPLETED	FOCUS, MAJOR, DEGREE, ETC.
High School				

MILITARY

Have you ever been in the Armed Forces? Yes No

Are you currently a member of the National Guard? Yes No

Specialty: _____ Date Entered: _____ Discharge: _____

REFERENCES

Please list at least two references other than relatives or previous employers.

NAME	PHONE NUMBER	DESCRIPTION (E.G. FRIEND, HIGH SCHOOL TEACHER, FLIGHT INSTRUCTOR)

WORK EXPERIENCE

Please list your work experience for the past five years, beginning with your most recent job held. Use additional sheets if necessary.

Employer: _____ Location (city, state): _____ Phone: _____ Last job title: _____ Last supervisor: _____ Reason for leaving (be specific): _____ _____ <i>Describe the jobs you held, duties performed, skills used or learned, advancements or promotions during your time with this employer:</i> _____ _____ _____ _____ _____	EMPLOYMENT DATES		SALARY OR HOURLY WAGE	
	BEGIN	END	BEGIN	END

Employer: _____ Location (city, state): _____ Phone: _____ Last job title: _____ Last supervisor: _____ Reason for leaving (be specific): _____ _____ <i>Describe the jobs you held, duties performed, skills used or learned, advancements or promotions during your time with this employer:</i> _____ _____ _____ _____ _____	EMPLOYMENT DATES		SALARY OR HOURLY WAGE	
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	BEGIN	END	BEGIN	END

APPLICATION WAIVER

Please Read Carefully - This is a legally binding contract

In exchange for the consideration of my job application by Engineered Metal Products (hereinafter called "the Company"), I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other Company practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of the Company, or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the President/General Manager of the Company. Both the undersigned and the Company may end the employment relationship at any time, without specified notice or reason. If employed, I understand that the Company may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give the Company permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Company from any liability as a result of such contact.

I understand that continued employment may be based on the successful passing of job-related physical examinations.

I understand that, in connection with the routine processing of my employment application, the Company may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics, and mode of living. Upon written request from me, the Company, will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

I further understand that my employment with the Company shall be probationary for a period of ninety (90) days, and further that at any time during the probationary period or thereafter, my employment relation with the Company is terminable at will for any reason by either party.

Signature of the applicant: _____ Date: _____

Engineered Metal Products is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with us depends solely on your qualifications.

Thank you for completing this application and for your interest in our business.