

APPLICATION FOR EMPLOYMENT
(Equal Opportunity Employer)

GENERAL

NAME: _____ **SS #** _____

ADDRESS: _____

TELEPHONE: () _____ **DATE AVAILABLE:** _____

If employed and under 18, can you furnish a work permit? () Yes () No

Have you ever been employed by this company? () Yes () No

Are you employed now? () Yes () No

May we contact your present employer? () Yes () No

If yes, give name and phone number: _____

Are you prevented from lawfully becoming employed in this country because of visa or immigration status? () Yes () No

Type of work desired: _____

If applying for a position where driving is required, do you have a valid driver's license in this state? () Yes () No

Do you agree to go for a physical and/or drug test? () Yes () No

Can you perform the essential functions of the job(s) for which you are applying? () Yes () No

Are you available to work () Full-Time () Part-Time () Over-time

Have you been convicted of a felony? () Yes () No
(Please note that a "Yes" answer will not bar you from consideration for employment.)

If yes, please explain conviction: _____

EDUCATION:

High School: Years Completed () **Where attended:** _____

College or Trade School: Years Completed () **Where attended:** _____

SPECIAL SKILLS, QUALIFICATIONS AND CONSIDERATIONS: _____

REFERENCES:

List three non-relatives who are familiar with your qualifications, work history, and ability.

Name	Occupation/Relationship	Years Known	Telephone
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

EMPLOYMENT EXPERIENCE: List current or most recent first.

Employer: _____ **Supervisor's Name:** _____

Address: _____ **Your Position:** _____

Telephone Number: _____ **Employed from** _____ **to** _____

Salary: Starting and Ending _____ / _____ **Duties** _____

Reason for Leaving: _____

Employer: _____ **Supervisor's Name:** _____

Address: _____ **Your Position:** _____

Telephone Number: _____ **Employed from** _____ **to** _____

Salary: Starting and Ending _____ / _____ **Duties** _____

Reason for Leaving: _____

Employer: _____ **Supervisor's Name:** _____

Address: _____ **Your Position:** _____

Telephone Number: _____ **Employed from** _____ **to** _____

Salary: Starting and Ending _____ / _____ **Duties** _____

Reason for Leaving: _____

Employer: _____ **Supervisor's Name:** _____

Address: _____ **Your Position:** _____

Telephone Number: _____ **Employed from** _____ **to** _____

Salary: Starting and Ending _____ / _____ **Duties** _____

Reason for Leaving: _____

PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY BEFORE SIGNING THIS APPLICATION. ONLY THOSE APPLICATIONS THAT ARE SIGNED AND DATED ARE CONSIDERED VALID. IF YOU HAVE ANY QUESTIONS REGARDING THIS STATEMENT, PLEASE ASK THEM BEFORE SIGNING.

I certify that all answers and statements I have made on this application (and resume' or other supplementary materials) are true and complete without omissions. By signing below, I authorize Vermes Machine Co., Inc. to investigate all statements contained in this employment application as they may deem necessary in arriving at an employment decision. I understand that any false information provided by me will likely result in a refusal to hire or immediate discharge if I am employed. I authorize any of the persons or organizations named in this application to give you complete information and records regarding my employment, education, character and qualifications.

If hired I will be responsible for familiarizing myself with all rules and regulations of Vermes Machine Co., Inc. as they presently exist or are later modified. If hired, I understand my employment can be terminated, at the discretion of Vermes Machine Co., Inc. or at my option, without notice, at any time and for any reason.

I understand this application is not an offer of employment and no promises or representations of employment have been made to me at this time.

I have read, understand, and agree with the above:

Signature of Applicant

Date

This application is valid for only ninety (90) days from the date I signed. If I want to be considered for job openings more than ninety (90) days from date signed, I will submit a new application.

This company is an equal opportunity employer. All applicants will be considered without regard to age, race, national origin, religion, disability, sex, or other protected status in accordance with applicable federal and state equal employment opportunity laws. This company will strive to accommodate any physical or mental limitations of employees or applicants in order to accomplish the essential functions of the job.