



# Employment Application

## Applicant Information

Name \_\_\_\_\_ Phone Number \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Number Street City State Zip Code

Social Security No. \_\_\_\_\_ Position Applied for \_\_\_\_\_

Date Available for Work \_\_\_\_\_ Full or Part Time \_\_\_\_\_ 1<sup>st</sup> or 2<sup>nd</sup> Shift \_\_\_\_\_

Are you authorized to work in the United States? Yes  No

Have you ever worked for this company? Yes  No  If yes, when? \_\_\_\_\_

Name any friends or relatives working at our company \_\_\_\_\_

## Previous Work Experience

\*Give employment record as completely as possible, starting with your present or last employer. Attach an additional sheet if necessary. For any unemployed or self-employed periods, show dates and location. \*

Company \_\_\_\_\_ Phone \_\_\_\_\_ Job Title \_\_\_\_\_

Address \_\_\_\_\_ Supervisor \_\_\_\_\_

Rate of Pay \$ \_\_\_\_\_ Responsibilities \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Company \_\_\_\_\_ Phone \_\_\_\_\_ Job Title \_\_\_\_\_

Address \_\_\_\_\_ Supervisor \_\_\_\_\_

Rate of Pay \$ \_\_\_\_\_ Responsibilities \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Company \_\_\_\_\_ Phone \_\_\_\_\_ Job Title \_\_\_\_\_

Address \_\_\_\_\_ Supervisor \_\_\_\_\_

Rate of Pay \$ \_\_\_\_\_ Responsibilities \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Company \_\_\_\_\_ Phone \_\_\_\_\_ Job Title \_\_\_\_\_

Address \_\_\_\_\_ Supervisor \_\_\_\_\_

Rate of Pay \$ \_\_\_\_\_ Responsibilities \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_



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## Education

High School \_\_\_\_\_ Address \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Did you graduate? Yes  No  Diploma \_\_\_\_\_

College \_\_\_\_\_ Address \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Did you graduate? Yes  No  Diploma \_\_\_\_\_

Please state any additional qualifications and/or work experience you have, which would qualify you for employment.

\_\_\_\_\_  
\_\_\_\_\_

## References (Other than family members or employers)

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone \_\_\_\_\_

## Additional Information

Are you on Lay-off and subject to recall? Yes  No  If yes, please explain \_\_\_\_\_

Have you ever been convicted of a felony? Yes  No  If yes, please explain \_\_\_\_\_

\_\_\_\_\_

(Conviction of a crime is not an automatic bar of employment. All circumstances will be considered)

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### Applicant Statement and Agreement:

- 1) I certify that the information contained in this application is correct to the best of my knowledge and that any material misrepresentations is ground for dismissal from the employ of Columbus Hydraulics or the rejection of my application for employment.
- 2) I authorize my former employers and any other persons or organizations to provide any accurate and current information they have about my background and I release all concerned from any liability in connection therewith.
- 3) Continuation of employment is dependent upon performance and workload requirements.
- 4) I understand that my employment by Columbus Hydraulics is conditional upon satisfactory completion of a Drug/Alcohol screen; and a Nurse Assessment questionnaire (PCP); if I should work less than one month, the cost of the Drug/Alcohol screen will be deducted from my final pay check.

Signature of Applicant \_\_\_\_\_

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\*Equal Opportunity Employer\*

It is the policy of this company to provide equal employment opportunity to all employees and applicants for employment without regard to race, color, religion, sex, national origin, handicap, age, or veteran's status and to make employment decisions consistent with the principal of equal employment opportunity. To this end, this company affirmatively seeks to employ and advance in employment qualified disabled veterans and veterans of the Vietnam era and conducts all employment activities, including but not limited to, hiring promotion, demotion, transfer, recruitment, advertising, layoff, discharge, rate of pay and selection for training without regard to race, color, religion, sex, age, or national origin.