



**Elkhart Tri-Went Industrial**

# Application for Employment

PLEASE PRINT ACCURATE ANSWERS TO ALL QUESTIONS.  
THIS INFORMATION WILL BE TREATED CONFIDENTIALLY.

WE APPRECIATE YOUR INTEREST IN OUR COMPANY AND ASSURE YOU THAT WE ARE SINCERELY INTERESTED IN YOUR QUALIFICATIONS. A CLEAR UNDERSTANDING OF YOUR BACKGROUND AND WORK HISTORY WILL AID US IN PLACING YOU IN THE POSITION THAT BEST MEETS YOUR QUALIFICATIONS AND MAY ASSIST US IN POSSIBLE FUTURE UPGRADING.

NAME (LAST, FIRST, MIDDLE)

DATE

PRESENT ADDRESS

HOW LONG?

PHONE NUMBER (INCLUDING AREA CODE)

HOME \_\_\_\_\_

CELL \_\_\_\_\_

HOW DID YOU LEARN ABOUT US?

EPC WEBSITE

OTHER JOB WEBSITE

ADVERTISEMENT

EMPLOYEE

COLLEGE JOB FAIR

RECRUITING AGENCY

WALK-IN

OTHER

\_\_\_\_\_

TO APPLICANT: READ THIS INTRODUCTION CAREFULLY BEFORE ANSWERING ANY QUESTIONS. WE CONSIDER APPLICANTS FOR ALL POSITIONS WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX (INCLUDING PREGNANCY), NATIONAL ORIGIN, AGE, MARITAL OR VETERAN STATUS, THE PRESENCE OF A NON-JOB RELATED MEDICAL CONDITION OR DISABILITY, OR ANY OTHER LEGALLY PROTECTED STATUS. IF YOU REQUIRE ASSISTANCE TO COMPLETE THIS APPLICATION, YOU MAY REQUEST ASSISTANCE. WE WILL MAKE REASONABLE ACCOMODATIONS TO MEET YOUR REQUEST FOR ASSISTANCE.

# PERSONAL

IF YOU ARE UNDER 18, CAN YOU FURNISH A WORK PERMIT?

YES  NO

HAVE YOU BEEN CONVICTED OF A CRIME IN THE PAST SEVEN YEARS, EXCLUDING MISDEMEANORS AND SUMMARY OFFENSES? IF YES, DESCRIBE IN FULL. A CONVICTION WILL NOT NECESSARILY BAR EMPLOYMENT. FAIR CONSIDERATION WILL BE GIVEN TO AGE, DATE OF OFFENSE, SERIOUSNESS AND NATURE OF VIOLATION AND REHABILITATION.

YES  NO

ARE YOU PREVENTED FROM LAWFULLY BECOMING EMPLOYED IN THIS COUNTRY BECAUSE OF VISA OR IMMIGRATION STATUS? PROOF OF CITIZENSHIP OR IMMIGRATION STATUS WILL BE REQUIRED UPON EMPLOYMENT.

YES  NO

DO YOU HAVE ANY FAMILY BUSINESS OR SOCIAL OBLIGATIONS THAT WOULD PREVENT YOU FROM WORKING CONSISTENTLY?

YES  NO

WORKING OVERTIME?  YES  NO TRAVELING  YES  NO

RELATIVES OR FRIENDS WORKING FOR ELKHART TRI-WENT INDUSTRIAL: LIST NAMES AND RELATIONSHIP

POSITION(S) APPLIED FOR:

EXPECTED PER MONTH:

\$

WERE YOU PREVIOUSLY EMPLOYED BY US?

IF SO, WHEN?

YES  NO

IF YOU WERE OFFERED EMPLOYMENT WITH ELKHART TRI-WENT INDUSTRIAL, WHAT DATE WOULD YOU BE AVAILABLE TO REPORT FOR WORK?

MACHINE OR EQUIPMENT EXPERIENCE:

COMPUTER  FORKLIFT  OTHER (SPECIFY)

DO YOU HAVE ANY OTHER EXPERIENCES, SKILLS OR QUALIFICATIONS WHICH YOU FEEL MAKE YOU QUALIFIED FOR WORK WITH THE COMPANY?

## RECORD OF EDUCATION

SCHOOL	NAME & ADDRESS OF SCHOOL	COURSE OF STUDY	CIRCLE LAST YEAR GRADUATED				DID YOU GRADUATE	LAST DIPLOMA OR DEGREE
			5	6	7	8		
ELEMENTARY							<input type="checkbox"/> YES	
							<input type="checkbox"/> NO	
HIGH							<input type="checkbox"/> YES	
							<input type="checkbox"/> NO	
COLLEGE							<input type="checkbox"/> YES	
							<input type="checkbox"/> NO	
COLLEGE							<input type="checkbox"/> YES	
							<input type="checkbox"/> NO	
OTHER (SPECIFY)							<input type="checkbox"/> YES	
							<input type="checkbox"/> NO	
OTHER (SPECIFY)							<input type="checkbox"/> YES	
							<input type="checkbox"/> NO	

## MILITARY SERVICE RECORD

WERE YOU IN U.S.ARMED FORCES?	PRESENT SELECTIVE SERVICE CLASSIFICATION		
<input type="checkbox"/> YES <input type="checkbox"/> NO			
BRANCH			
<input type="checkbox"/> ARMY	<input type="checkbox"/> NAVY	<input type="checkbox"/> AIR FORCE	<input type="checkbox"/> MARINES
<input type="checkbox"/> COAST GUARD	<input type="checkbox"/> NATIONAL GUARD		
RESERVE STATUS			
<input type="checkbox"/> NONE	<input type="checkbox"/> READY	<input type="checkbox"/> STAND BY	<input type="checkbox"/> RETIRED
DATE ENTERED	DATE DISCHARGED	RANK	RANK AT TIME OF DISCHARGE
DESCRIBE MILITARY DUTIES			
HAVE YOU TAKEN TRAINING UNDER G.I. BILL OF RIGHTS?		IF YES, WHAT TRAINING DID YOU TAKE?	
<input type="checkbox"/> YES <input type="checkbox"/> NO			

## REFERENCES (NOT RELATIVES)

NAME	BUSINESS	ADDRESS	TELEPHONE

**1 LIST BELOW ALL PRESENT AND PAST EMPLOYMENT, BEGINNING WITH YOUR MOST RECENT**

COMPANY NAME	FROM (MO/YR)	TO (MO/YR)	STARTING SALARY	LAST SALARY	NAME OF SUPERVISOR
ADDRESS	DESCRIBE IN DETAIL THE WORK YOU DID				TELEPHONE
CITY, STATE, ZIP					REASON FOR LEAVING
TYPE OF BUSINESS					

**2**

COMPANY NAME	FROM (MO/YR)	TO (MO/YR)	STARTING SALARY	LAST SALARY	NAME OF SUPERVISOR
ADDRESS	DESCRIBE IN DETAIL THE WORK YOU DID				TELEPHONE
CITY, STATE, ZIP					REASON FOR LEAVING
TYPE OF BUSINESS					

**3**

COMPANY NAME	FROM (MO/YR)	TO (MO/YR)	STARTING SALARY	LAST SALARY	NAME OF SUPERVISOR
ADDRESS	DESCRIBE IN DETAIL THE WORK YOU DID				TELEPHONE
CITY, STATE, ZIP					REASON FOR LEAVING
TYPE OF BUSINESS					

ADDITIONAL PREVIOUS JOBS - LAST COMPANY AND EMPLOYMENT DATES

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MAY WE CONTACT THE EMPLOYERS LISTED ABOVE? <input type="checkbox"/> YES <input type="checkbox"/> NO	IF NOT, INDICATE BY NUMBER WHICH ONE(S) YOU DO NOT WISH US TO CONTACT
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IN CASE OF EMERGENCY, NAME, ADDRESS AND PHONE NUMBER OF PERSON TO BE CONTACTED

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In consideration of my employment, I agree to conform to the company's rules and regulations, and that my employment and compensation can be terminated with or without notice, at any time at either my option or the company's. I understand that neither this document nor any offer of employment from Elkhart Tri-Went Industrial constitute an employment contract unless a specific document to that effect is executed by Elkhart Tri-Went Industrial and the employee in writing.

The facts set forth above in my application for employment are true and complete. I understand that if employed, false statements on this application or interview(s) shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation of my personal history and financial and credit record through any investigative or credit agencies or bureaus of your choice.

I am aware that post-offer drug testing is required and all employment offers are contingent upon successfully passing this drug test.

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