

CLIFTY ENGINEERING & TOOL CO., INC.

APPLICATION FOR EMPLOYMENT

TODAY'S DATE:

NAME _____
Last First Middle

ADDRESS _____
Street City State Zip

How many years/months have you lived at this address? _____

Last previous address (if less than 5 years) _____

*TELEPHONE (_____) _____ Are you 18 years old or older? Yes No

*EMAIL _____

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

Have you previously applied here for a job? Yes No When? _____

Have you been previously employed here? Yes No When? _____

Do you have any sideline business interests? Yes No Explain _____

Do you have any relatives or friends in our employ? Yes No Name(s) _____

In the case of an emergency, who should we notify? _____ Phone _____

Is there any reason why you can't be at work every day, and on time? Yes No

Is there any reason why you can't perform any particular job function? Yes No
Explain? _____

EMPLOYMENT INFORMATION

Position applied for: _____ Wages expected: \$ _____ Per hour

Full time Part Time 1st Shift 2nd Shift 3rd Shift

Do you have any special training, skills, qualifications, certifications or other experiences that relate to the position applied for? _____

Have you ever served in an apprenticeship program? Yes No How long? _____

Trade? _____ Where served? _____ When? _____

Are you presently employed? Yes No What date can you start? _____

GENERAL INFORMATION

Activities: (Civic, Athletic, etc.) _____
 Exclude organizations, the name of which indicates the race, creed, sex, age, marital status, color or national origin of its members.

Have you ever served in the Armed forces of the United States? Yes No

Branch? _____ Rank? _____

Is there any other information you would like to tell us about that you feel could be useful in a hiring decision?

Education	Name and Location of School	Number of Years Completed	Diploma	Degree/Course of Study
High School				
College				
Trade, business or other school				

EMPLOYMENT EXPERIENCE (List current or most recent job first)

Employer Name and Address	Work Performance Job Duties	Date Started	Date Ended	Wages Per Hour	Reason for Leaving

AUTHORIZATION AND UNDERSTANDING

By my signing of this application, I represent that all of the information now or hereafter given by me in support of my application is true and complete. I authorize you to verify any of the information concerning my employment, education or medical history with the appropriate individuals, companies, institutions or agencies, and I authorize them to release such information as you require, including my disciplinary employment record, without any obligation to give me written notice of such disclosure. I hereby release you and them from any liability whatsoever as a result of any such inquiries and disclosures. I agree that any false information in support of my application may subject me to discharge at any time during my employment.

I understand that either party may terminate the employment relationship, with or without cause, at any time, and I further agree that this arrangement may only be altered in writing, directed to me personally and signed by the President of Clifty Engineering & Tool Co., Inc.. I agree that I shall be bound by the rules, policies, regulations and terms and conditions of employment of Clifty Engineering as they are from time to time changed, and no additional obligations can be imposed on the company, except those which have been acknowledged in writing by the President of the company, or his designated representatives.

SIGN HERE _____

DO NOT WRITE BELOW THIS LINE

INTERVIEWER NOTES:

Starting Date _____ Interviewed By _____ Date _____

Starting Wage \$ _____ Job offer approved by _____