



Application for Employment

"AN EQUAL OPPORTUNITY EMPLOYER"

It is our policy to comply with all applicable state and federal laws prohibiting discrimination in employment based on race, age, color, sex, religion, national origin, or other protected classification.

(Please Print)

PERSONAL DATA:

Date: _____

Last Name _____ First Name _____ Middle Name _____

Address _____

SS# _____

City _____ State _____ Zip _____

Phone: _____

Position Desired	Salary Desired	Minimum Salary Acceptable	Date Available
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How did you learn of this opening? _____

Have you worked here before? Yes No If yes, give details: _____

Are there any hours, shifts or days you cannot or will not work? _____

Are you willing to work overtime as required? Yes No

OTHER: (If required, use additional sheet of paper for further explanation of any of the items below.)

Do you have any impairment - physical, mental or medical which would interfere with you ability to perform the job(s) for which you have applied? Yes No

Have you ever been convicted of a crime? Yes No (Conviction of a crime does not constitute an automatic bar to employment.)

Give an explanation for any questions answered "Yes" _____

List business and professional certificates, licenses, patents, which you consider relevant to the job(s) for which you have applied: _____

List all organizations, clubs, and professional societies..., which you consider relevant to the job for which you have applied: _____

MILITARY SERVICE:

Service U.S. Forces From: _____ To _____ Branch _____ Rank: _____

(Continued on other side)

EDUCATIONAL RECORD: Name & Address Major Diploma/Degree Date Received

High School _____

College/University _____

Other Training/Education _____

EMPLOYMENT HISTORY

Give complete names and addresses (use extra sheet if necessary)

Most Recent Employer	Address	Phone
From: _____ To: _____	Salary \$ _____ Per _____	Title _____
Name/Title of Supervisor	Description of Duties	Reason(s) for Leaving
Previous Employer	Address	Phone
From: _____ To: _____	Salary \$ _____ Per _____	Title _____
Name/Title of Supervisor	Description of Duties	Reason(s) for Leaving
Previous Employer	Address	Phone
From: _____ To: _____	Salary \$ _____ Per _____	Title _____
Name/Title of Supervisor	Description of Duties	Reason(s) for Leaving

In applying here for employment, it is understood that Gundlach Sheet Metal Works Inc. reserves the privilege of contacting past employers regarding references. May we also contact your present employer at this time? Yes No

**APPLICANT'S CERTIFICATION AND AGREEMENT
(READ CAREFULLY BEFORE SIGNING.)**

I certify that the answers set forth in this Application for Employment are true and complete to the best of my knowledge, without consequential omissions of any kind whatsoever. I understand that if I am employed, false statements may result in dismissal. I authorize the company to which I am applying to make an investigation of any of the facts set forth in this application.

I understand that employment is "at will", which means that either the company or I may terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by statute. All employment is continued on that basis. I agree to abide by employer policy and rules.

I agree that any claim or lawsuit relating to my service with Gundlach Sheet Metal Works Inc. must be filed no more than six months after the date of the employment action that is the subject of the claim or lawsuit. I waive any statute of initiations to the contrary.

My signature below is acknowledgement that I have read and understand the terms set forth on this application.

Signature _____

Date: _____