

MANES MACHINE & ENGINEERING

Employment Application

An Equal Opportunity / Affirmative Action Employer

APPLICANT INFORMATION		SUPPLEMENTAL DOCUMENTS SUBMITTED		Y	N
Last Name	First	M.I.	Date		
Street Address		Apartment/Unit #			
City	State	ZIP			
Phone	E-mail Address				
Date Available	Social Security Number	Desired Salary			
Position Applied For					
Are you a citizen of the United States? YES <input type="checkbox"/> NO <input type="checkbox"/>			If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>		
Have you ever worked for this company? YES <input type="checkbox"/> NO <input type="checkbox"/>			If so, when?		
Have you ever been convicted of a felony? YES <input type="checkbox"/> NO <input type="checkbox"/>			If yes, explain		

EDUCATION			
High School	Address		
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College	Address		
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other	Address		
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

REFERENCES	
<i>Please list three professional references</i>	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	

PREVIOUS EMPLOYMENT			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

MILITARY SERVICE	
Branch	From To
Rank at Discharge	Type of Discharge
If other than honorable, please explain	

DISCLAIMER AND SIGNATURE	
I certify that my answers are true and complete to the best of my knowledge.	
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.	
I also understand a pre-employment drug screen is required if I am extended and offer of employment.	
Signature	Date