

MANES MACHINE & ENGINEERING

Employment Application (Unipoint Doc# 50297)

An Equal Opportunity / Affirmative Action Employer

APPLICANT INFORMATION				
Last Name		First		M.I.
Street Address			Apartment/Unit #	
City			State	Zip Code
Phone Number		Email Address		
Date Available	Social Security Number		Desired Salary	
Position Applied For				
Are you a citizen of the United States?		If no, Are you a permanent resident & authorized to work in the U.S.?		
Yes No		Yes No		
Have you ever worked for this company?		If so, when?		
Yes No				
Have you ever been convicted of a felony?		If yes, explain		
Yes No				

If you have a resume please attach it to this application. Any information on your resume can be skipped in the sections below.

EDUCATION				
School	Mailing Address	Years Complete	Major	Graduate/Degree
High School				
College/Trade/Other				

Previous Employment				
Please list all employment history for last 10 years from most recent job held. (Attach additional if necessary.)				
Company			Phone	
Address			Supervisor Name	
Job Title	Start Date	End Date	May we contact this employer?	
			Yes No	
Reason for leaving?				
Responsibilities				

MANES MACHINE & ENGINEERING

Previous Employment Cont.

Company		Phone	
Address		Supervisor Name	
Job Title	Start Date	End Date	May we contact this employer? Yes No
Reason for leaving?			
Responsibilities			

Company		Phone	
Address		Supervisor Name	
Job Title	Start Date	End Date	May we contact this employer? Yes No
Reason for leaving?			
Responsibilities			

Military Service

Have you ever been in the Armed Forces? Yes No	If yes, which Branch?	Dates of Service To
Specialty	Rank at Discharge	Type of Discharge
If other than honorable, please explain		

References

Please list three professional references.

Full Name	Phone Number	Company	Relationship

Disclaimer & 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 an offer of employment.

Signature	Date
-----------	------