

Application for Employment



Equal access to programs, services and employment is available to all persons. Those applicants requiring accommodation to the application and/or interview process should contact a representative of the HR Department.

Please Print

Position (s) applied for _____ Date of Application ____/____/____

Referral Source ___ Advertisement ___ Employee ___ Relative ___ Government Employment Agency

___ Walk-in ___ Private Employment Agency ___ Other

Name of Source (if applicable) _____

Name _____

Last

First

Middle

Address _____

Street

City

State

Zip Code

Telephone Number (____) _____

Local Union Number _____ (IF APPLICABLE)

DO YOU POSSESS A VALID CURRENT DRIVER'S LICENSE (ONLY FOR JOBS REQUIRING DRIVING A VEHICLE)?

YES NO DRIVER'S LICENSE NUMBER AND STATE _____

If necessary, best time to call you at home _____ am/pm May we contact you at work? yes no

If yes, work Number and best time to call _____ am/pm

If you are under the age of 18, can you furnish a work permit? yes no

Have you ever been employed here before? yes no If yes, give dates _____

Are you legally eligible for employment in this country? yes no (Proof of U.S. Citizenship or employment authorization is required)

To comply with the Immigration Reform and Control Act of 1986, if you are hired you will be required to provide documents to establish your identity and your authorization to be employed in the United States. Such documents will be required upon your first day of employment.

Date available to start work _____

Type of employment desired Full-Time Part-Time Temporary Seasonal Educational Co-Op

Are you on lay-off and subject to recall? yes no Will you relocate if the job requires it? yes no

Will you travel if job requires it? yes no

Have you ever been bonded? yes no

Are you able to meet the essential requirements of the position with or without reasonable accommodations? yes no

Have you ever been convicted, pled guilty, "no contest", or admitted guilt to any misdemeanor or felony crime? yes no
(Disclosure of a criminal record will not necessarily disqualify you for employment. Each conviction will be evaluated on its own merits with respect to time, circumstances, and seriousness, in relation to the job for which you are applying.)

If yes, please explain. _____

Brandt Engineering, Brandt Service, Brandt Electric and Metalair Industries ARE EQUAL OPPORTUNITY EMPLOYERS
Each company is an equal opportunity employer and we consider all applicants without regard to race, color, religion, national origin, age, sex, disability (unless not qualified for the job) veteran's status or any other protected status.

EMPLOYMENT HISTORY

7/31/2007

List your last four (4) employers, assignments or volunteer activities, starting with the most recent, including military experience. Explain any gaps in employment in comments section below.

Employer		Telephone ()		Date Employed		Summarize the nature of the work performed and job responsibilities	
				From	To		
Address				Hourly Rate / Salary			
				Starting			
Job Title							
Immediate Supervisor and Title				\$	per		
Reason for Leaving				Hourly Rate / Salary			
				Final			
May we contact for reference?		<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Later
Employer		Telephone ()		Date Employed		Summarize the nature of the work performed and job responsibilities	
				From	To		
Address				Hourly Rate / Salary			
				Starting			
Job Title							
Immediate Supervisor and Title				\$	per		
Reason for Leaving				Hourly Rate / Salary			
				Final			
May we contact for reference?		<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Later
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Reason for Leaving				Hourly Rate / Salary			
				Final			
May we contact for reference?		<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Later
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Job Title							
Immediate Supervisor and Title				\$	per		
Reason for Leaving				Hourly Rate / Salary			
				Final			
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Employer		Telephone ()		Date Employed		Summarize the nature of the work performed and job responsibilities	
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Address				Hourly Rate / Salary			
				Starting			
Job Title							
Immediate Supervisor and Title				\$	per		
Reason for Leaving				Hourly Rate / Salary			
				Final			
May we contact for reference?		<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Later
Comments (including explanation of any gaps in employment)							
Skills and Qualifications -- Summarize any special training, skills, license, certificates and/or characteristics of yourself that may qualify you as being able to perform job-related functions for the position which you are applying.							

EDUCATIONAL BACKGROUND (if job related)

7/31/2007

A. List last three (3) schools attended, starting with most recent B. List number of years completed. C. Indicate degree or diploma earned, if any. D. grad Point Average or Class Rank and E. Major and minor field of study (if applicable)

A. School	B. Years Completed	C. Degree Diploma	D. GPA Class Rank	E. Major	E. Minor

List any foreign language(s) you know and check the boxes that describe your skill level.

Language	Speak Some	Speak Fluently	Read	Write

References

List name and telephone number of three business/work references who are not related to you and are not previous supervisors. If not applicable, list three school or personal references who are not related to you.

Name	Telephone	Years Known
	Area Code ()	
	Area Code ()	
	Area Code ()	

List professional, trade, business, or civic associations and any office held. (Exclude memberships which would reveal sex, race, religion, national origin, age, color, disability or other protected status.)

Organization	Office Held

List special accomplishments, publications, awards (exclude information which would reveal sex, race, religion, national origin, age, color, disability or other protected status.)

MILITARY SERVICE: HAVE YOU EVER BEEN A MEMBER OF THE ARMED FORCES OF THE UNITED STATES? [] YES [] NO

IF YES, LIST ANY SKILLS OR ABILITIES THAT YOU DEVELOPED THAT RELATE TO THE JOB FOR WHICH YOU ARE APPLYING.

It is understood and agreed upon that any misrepresentation by me on this application will be sufficient cause for cancellation of this application and/or separation from service if I have been employed.

I give the employer the right to investigate all references and to secure additional information about me, if job-related. I hereby release from liability the employer and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.

The employer is an Equal Opportunity Employer. The employer does not discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant's consideration for employment on a basis prohibited by local, state or federal law. The employer actively supports and complies with federal, state and local laws prohibiting discrimination in employment practices because of race, color, religion, sex, age, handicap, marital status, veteran, or special disabled veteran status or national origin.

This application is current for only 30 days. At the conclusion of this time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to fill out a new application.

I understand it is the company's policy not to refuse to hire a qualified individual with a disability because of this person's need for an accommodation that would be required by the ADA.

I understand I may be eligible for the Family Medical Leave Act which entitles eligible employees to take up to twelve (12) weeks of unpaid job protected leave for specified family and medical reasons if I provide the required notices, medical certifications and reports.

Please indicate if you have relatives working for the company by listing the department and relationship on the back of this page.

All employees of the Company are at-will employees. This means:

1. that the employment relationship may be terminated at the will of either myself or the Company;
2. that employment may be terminated with or without cause; and
3. that employment may be terminated without prior notice.

I understand that just as I am free to resign at any time, the employer reserves the right to terminate my employment at any time, with or without cause and without prior notice. I understand that no representative of the employer has the authority to make any assurances to the contrary.

The policies and procedures of the Company, or statements made by any employee of the Company, whether oral or written, are not contracts. These policies, procedures, or statements are not a guarantee of employment for any length of time or for any particular term or condition of employment. These policies, procedures, or statements may be changed at any time, with or without notice and should not be relied upon by any employee or applicant. No management representative has any authority to enter into any agreement, either oral or written, for continuing employment for any specific period of time, or for any particular term or condition of employment, except the President of the Company and only if such agreement is made in writing, and signed by the President and the employee.

Applicants who are offered a position will be required to successfully complete a drug test and a Post Offer/Pre-Employment physical exam

Signature of Applicant _____ Date _____