

## Application for Employment

### EEO Policy

Angus-Palm maintains a policy of non-discrimination for all employees and applicants in every facet of the company's operation. In compliance with federal and state laws, Angus-Palm hires, trains and promotes qualified applicants and employees without unlawful discrimination on the basis of race, ethnicity, color, gender, age, religion, creed, marital status, national origin, veteran's status, disability or other protected status.

**PLEASE NOTE:** Answer each question fully and accurately. No action can be taken on this application until all questions are answered. In reading and answering the following questions, be aware that none of the questions are intended to imply illegal preferences or discrimination based upon non-job-related information.

**This application will remain active for ninety (90) days from the date of the application.  
Consideration for employment after ninety (90) days requires a new application.**

### PLEASE PRINT

<b>Position Applied For</b> (Please list the job you are applying for otherwise your application cannot be considered — listing "any", "all", etc is not acceptable – the specific job must be designated such as material handler, welder, etc. Please ask for a list of current openings if you are unsure)		<b>Date of Application</b>
<b>How Did You Learn About Us?</b> <input type="checkbox"/> Walk-In <input type="checkbox"/> Employment Agency <input type="checkbox"/> Friend/Relative _____ <input type="checkbox"/> Advertisement _____ <div style="text-align: center;">Source of Advertisement</div>		
<b>NAME</b>		
_____ Last		_____ First _____ Middle
<b>ADDRESS</b>		
Number	Street	City State Zip
<b>TELEPHONE NUMBER</b> HOME (Area Code)	CELL (Area Code)	Other

Have you ever filed an application with us before?  Yes  No  
If yes, give date \_\_\_\_\_

Have you ever been employed with us before?  Yes  No  
If yes, give date \_\_\_\_\_

Are you currently employed?  Yes  No

Are you over 18 years of age?  Yes  No

Are you legally eligible for employment in the United States?  Yes  No  
Proof of citizenship or immigration status will be required upon employment.

On what date would you be available for work? Date \_\_\_\_\_

Are you available to work: (check all that apply)  Full-Time  Part-Time  Temporary

Are you available to work: (check all that apply)  1<sup>st</sup> Shift  2<sup>nd</sup> Shift  3rd Shift  Weekend

What qualities in a job or company are most important to you? \_\_\_\_\_

## Education

	Elementary School					High School				Undergraduate Tech/College				Graduate Professional			
School Name and Location																	
Years Completed	4	5	6	7	8	9	10	11	12	1	2	3	4	1	2	3	4
Diploma/Degree																	
Describe Course of Study																	
Grades Achieved or GPA																	

Have you ever had any job-related training in the United States Military?  Yes  No

If yes, please describe: \_\_\_\_\_

## Employment Experience

**Start with your present or last job. Include any job-related military service assignments. You may exclude organizations which indicate race, ethnicity, color, religion, gender, national origin, disability, or other protected status.**

Employer	Dates Employed		Work Performed
	From	To	
Address			
Telephone Number	Hourly Rate/Salary		
	Starting	Final	
Job Title	Supervisor		
Reason for Leaving			

## Employment Experience (Cont.)

Employer		Dates Employed		Work Performed
		From	To	
Address				
Telephone Number		Hourly Rate/Salary		
		Starting	Final	
Job Title	Supervisor			
Reason for Leaving				

Employer		Dates Employed		Work Performed
		From	To	
Address				
Telephone Number		Hourly Rate/Salary		
		Starting	Final	
Job Title	Supervisor			
Reason for Leaving				

Employer		Dates Employed		Work Performed
		From	To	
Address				
Telephone Number		Hourly Rate/Salary		
		Starting	Final	
Job Title	Supervisor			
Reason for Leaving				

How many jobs other than those listed above have you had in the last 5 years? \_\_\_\_\_

May we contact your current and past employers for references?  Yes  No

If No, please explain: \_\_\_\_\_

## Special Skills and Qualifications

Summarize any skills and qualifications. State any additional information you feel may be helpful to us in considering your application:

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# Applicant's Certification and Agreement:

I certify that all information I have supplied in this application and in any other form, oral or written, is true, complete, and accurate. I understand that any misrepresentation, omissions of facts, or incomplete answers in any application document, or any other form, oral or written, will disqualify me from further consideration of employment. I further understand that, if employed, any misrepresentations or omissions of facts in any applicant form, oral or written; will be cause for my dismissal at any time, without prior notice.

I understand, if employed, my employment with Angus-Palm is not for a specific term and may be terminated by me or Angus-Palm with or without notice or cause at any time. I further understand that no oral promise, employer policy, custom, business practice, or other procedure (including the Employee Handbook) or any other personnel manual, constitutes an employment contract or modification of the at-will employment relationship between me and Angus-Palm.

I understand that applicants for certain positions may be required to qualify for employment based on additional employment criteria. For example, I may be required to take job-related tests, take a driver's examination, submit to a background investigation, or take a pre-employment drug test. If I am offered employment to start work before any required test is complete, my employment is contingent on a satisfactory result on all required tests.

I authorize Angus-Palm to contact my prior employers, and other sources of information regarding my background, and I hereby authorize and direct each such employer and source of information to answer any and all questions regarding my prior employment background, and I hereby authorize and direct each such employer and source of information to answer any and all questions regarding my prior employment and background. I hereby indemnify Angus-Palm, each of my prior employers, and each of the other sources of information contacted and agree to hold harmless from any claims arising from this authorization and direction.

I understand that Angus-Palm maintains a drug-free workplace and agree that maintenance of same is essential to the safety of the workplace and employees. I promise to abide by Angus-Palm's policies prohibiting the use or possession of drugs, alcohol, or any controlled substance, or the misuse of prescribed or over-the-counter medicine on company premises or while on duty. I also understand that I may be tested for drugs, alcohol or controlled substances if I am employed by Angus-Palm.

I understand that I must meet the employability requirement of the U.S. Citizenship & Immigration Service and submit appropriate documents to satisfy the requirements for completing DHS Form I-9.

I understand and agree that work schedules and requirements vary and can be unpredictable, and that, while Angus-Palm will make reasonable efforts to accommodate work schedules and employee availability, I may be required to work overtime, weekends, different shifts, or other agreements. I consent to these requirements as necessary and legitimate conditions of employment.

I understand that this application will be considered active for ninety (90) days from this date. If I have not heard from Angus-Palm at the conclusion of the ninety (90) day period, it is my responsibility to complete a new application if I wish to be considered for employment.

I have read and understand everything on this application. I further understand that my signature is required in order for this application to be considered.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

## FOR PERSONNEL DEPARTMENT USE ONLY

Arrange Interview  Yes  No

Remarks: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Interviewer

\_\_\_\_\_  
Date

Employed  Yes  No

Date of Employment \_\_\_\_\_

Job Title \_\_\_\_\_ Hourly Rate/Salary \_\_\_\_\_ Department \_\_\_\_\_

By \_\_\_\_\_

\_\_\_\_\_  
Name & Title

\_\_\_\_\_  
Date

DESIGNERS AND MANUFACTURERS OF QUALITY ROPS, CABS AND CUSTOM STEEL FABRICATIONS