

Application for Employment

Metal & Wire Products Company, Inc., is an Equal Opportunity Employer committed to excellence through diversity. Employment offers will be made, based on qualifications and without regard to race, sex, religion, national, or ethnic origin, disability, age, veteran status, or sexual orientation.

Position Applying For:		Name (Last, First, Middle):			
Street Address:		City, State & Zip:			
Home Phone: Cell Phone:		Salary Requested:			
Are you eligible to work in the United States?		□Yes	□No		
Are you 18 years of age or older?		T Yes	□ No	If NO, what is your current age?	
Are you currently employed at Metal and Wire Products		Yes	No	If YES, what is your current job title & department?	
Have you ever been employed by Metal and Wire Products		Yes	□No	If YES, dates of employment & reason for leaving:	
Are you related to any current employee		□Yes	□No	If YES, their name & their relationship to you?	
Do you have a valid driver's license?		□Yes	□No	If YES, State of issuance, license #, and expiration date:	

EDUCATION

Name of School	City/State	Did you graduate?	If No, # of years left to graduate	If Yes, date of Graduation
High School:		Yes No		
GED:		Yes No		
College/Trade School		Yes No		

SKILLS: Please list technical skills, clerical skills, trade skills, etc., relevant to this position. Include relevant computer systems and software packages of which you have a working knowledge, and note your level of proficiency (basic, intermediate, expert)

WORK EXPERIENCE-Please detail your <u>entire</u> work history. Begin with your <u>current</u> or most recent employer. If you held multiple positions with the same organization, detail each position separately. <u>Attach additional sheets if necessary</u>. Omission of prior employment may be considered falsification of information. Please explain any gaps in employment. Include full-time military or volunteer commitments. **PLEASE DO NOT** complete this information with the notation "See Resume."

PLEASE NOTE: Metal & Wire Products reserves the right to contact all current and former employers for reference information

Company:	Employment Dates:		
Full Time Part Time: hrs/wk	Title:		
Supervisor Name, Title and Phone #	Primary Duties:		
Reason for Leaving:			
Company:	Employment Dates:		
Full Time Part Time: hrs/wk	Title:		
Supervisor Name, Title and Phone #	Primary Duties:		
Reason for Leaving:			
Company:	Employment Dates:		
Full Time Part Time: hrs/wk	Title:		
Supervisor Name, Title and Phone #	Primary Duties:		
Reason for Leaving:			

PLEASE READ CAREFULLY AND SIGN THAT YOU UNDERSTAND AND ACCEPT THIS INFORMATION.

I certify that the information on this application and its supporting documents is accurate and complete. I understand and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered later. I authorize Metal & Wire Products to investigate, without liability, all statements contained in this application and supporting materials. I authorize references and former employers, without liability, to make full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a physical exam, criminal and credit background investigation, and/or screening for illegal substances upon conditional offer of employment. I understand that this document is NOT an offer of employment, and that an offer of employment, if tendered, does NOT constitute a contract for continued guaranteed employment. I understand that staff employees of Metal & Wire Products serve at-will, and the employment relationship may be terminated at any time by either party, or any or no reason, other than a reason prohibited by law. If employed, I will be required to furnish proof of eligibility to work in the United States, to file a State security questionnaire and State loyalty oath, and to comply with company and departmental regulations. I understand that if employed on a temporary basis, I would be paid for hours worked only, and would be ineligible for benefits including paid time off. If employed on a regular, benefits-eligible basis, I understand that any time without prior notice. I understand that the first SIX MONTHS of regular employment represent a provisional period, during which I would not be eligible to apply for transfer or promotion and during which I may be terminated without prior notice.

Applicant Signature:

Date:

***PLEASE DO NOT WRITE BELOW THIS LINE *** *** OFFICE USE ONLY

Interview Date:	Hire/Start Date:
DT Results:	Time Card # :
Pay Rate:	Department :
Supervisor:	Associate # :