



Application # _____

113 Cedar Street, Akron, NY 14001
(716) 542-5427

APPLICATION FOR EMPLOYMENT (Please Print)

Position Desired: _____ Date Submitted: _____

PERSONAL IDENTIFICATION:

Name: _____ Telephone: _____
(Last, First, Middle)

Current Address: _____
(Street, City, State, Zip)

Previous Address: _____
(Street, City, State, Zip)

Part-time Full-time If hired, date available: _____

Have you ever been employed here before? Yes No

Do you have any restrictions, personal or otherwise, which would restrict the hours you can work? Yes No
If yes, explain: _____

Are you prevented from lawfully becoming employed in this Country because of Visa or Immigration status (Proof of Immigration Status or citizenship will be required upon employment.) Yes No

Are you 18 years of age or older? Yes No If not, how old? _____ Do you have working papers? Yes No

EDUCATION	NAME OF SCHOOL CITY AND STATE	Number of Years Completed (circle)	Did You Graduate? (circle)	Degree
HIGH SCHOOL		1 2 3 4	Yes No	
COLLEGE(S)		1 2 3 4	Yes No	
GRADUATE SCHOOL		1 2 3 4	Yes No	
TECHNICAL, BUSINESS or OTHER		1 2 3 4	Yes No	

EMPLOYMENT RECORD: (Starting with your present or most recent position. Include experience in the armed forces of the US. Please feel free to attach additional information where appropriate, such as a resume)

Employer _____ Type of business _____
Address _____ Phone No. _____
Starting date _____ Starting duties _____
Leaving date _____ Leaving duties _____
Reason for termination: _____

Last immediate supervisor's name and title: _____

Employer _____ Type of business _____
Address _____ Phone No. _____
Starting date _____ Starting duties _____
Leaving date _____ Leaving duties _____
Reason for termination: _____

Last immediate supervisor's name and title: _____

Employer _____ Type of business _____
Address _____ Phone No. _____
Starting date _____ Starting duties _____
Leaving date _____ Leaving duties _____
Reason for termination: _____

Last immediate supervisor's name and title: _____

Employer _____ Type of business _____
Address _____ Phone No. _____
Starting date _____ Starting duties _____
Leaving date _____ Leaving duties _____
Reason for termination: _____

Last immediate supervisor's name and title: _____

NEW YORK STATE HUMAN RIGHTS LAW AND FEDERAL EQUAL EMPLOYMENT OPPORTUNITY LAW PROHIBITS DISCRIMINATION BECAUSE OF RACE, RELIGION, CREED, COLOR, NATIONAL ORIGIN, SEX, MARITAL STATUS, MILITARY STATUS, AGE, DISABILITY, VETERAN STATUS, SEXUAL ORIENTATION OR ARREST RECORD

WHITING DOOR IS AN EQUAL OPPORTUNITY EMPLOYER

NOTE: EMPLOYMENT APPLICATIONS ARE ONLY CONSIDERED ACTIVE FOR NINETY (90) DAYS FROM RECEIPT.

PERSONAL REFERENCES:

3 references (Not relatives or previous employers)

	Name	Address	Occupation	Phone	References Checked (office use)
1					
2					
3					

MISCELLANEOUS:

What special skills or qualifications do you possess? _____

What specific computer skills do you possess? _____

You may wish to include civic and community activities and professional societies in which you participate, which you consider relevant to the job you are applying for. Do not include any organization which may indicate your political affiliation, age, religion, national origin, color, marital status, disability, veteran status, or other protected status.

Referred by (name of person, firm, agency, advertisement, etc.) _____

Have you ever been convicted of a felony or misdemeanor with the exception of minor traffic offences?

Yes No If yes, please provide explanation: _____

City, State: _____ Date: _____

Charge: _____ Disposition: _____

Your answer is looked upon as only one of the factors considered in the employment decision and is evaluated in terms of the nature, severity, and date of the offence. No applicant will be excluded from consideration for employment due to prior arrests.

Have you ever been discharged or asked to resign by any former employer? Yes No

If yes, explain and state circumstances: _____

APPLICANT'S AGREEMENT:

I hereby represent that each answer to a question herein and on any attachments to, and all other information otherwise furnished is true and correct. I further represent that such answers and information constitute a full and complete disclosure of my knowledge with respect to the question or subject to which the answer or information relates. I understand that any incorrect, incomplete or false statements or information furnished by me during the selection process will subject me to disqualification from consideration or discharge at any time. I hereby authorize my former employers to give any information regarding my employment with them; and in addition, to furnish any other information they may have concerning me.

I understand this Application for Employment does not constitute an expressed or implied contract of employment and, if hired, I have the right to terminate my employment for any reason at any time. I understand Whiting Door Mfg. Corp. reserves the same rights. I understand Whiting Door Mfg. Corp. reserves the right to unilaterally change or modify "wage" and "conditions of employment" at any time without previous notice.

Any offer of employment is conditioned upon submission to a post-offer pre-employment drug and alcohol test. The offer of employment will be revoked in the event of a positive test result. The drug and alcohol test will be conducted at a company-designated facility at the company's expense.

Any offer of employment is conditioned upon the satisfactory result of a post-offer pre-employment medical examination. The medical examination will be conducted by a company appointed physician at the company's expense.

In compliance with the Fair Credit Reporting Act (Public Law 91-508), you are notified that in connection with and in order to better evaluate this application for employment, a report may be obtained which will provide applicable information concerning character, general reputation and personal characteristics including, but not limited to, verification of prior employment, verification with the Department of Motor Vehicles, and a character check, including verification and review of any criminal convictions. You have the right to make a written request within a reasonable period of time for complete and accurate disclosure of the nature and scope of the report requested.

Signature of Applicant

Date

Employment applications are only considered active for ninety (90) days from receipt.

Applicants must reapply upon expiration of the ninety (90) days to be considered for employment.

All notifications on the application for employment and any documents contained in the personnel file such as the post-employment questionnaire, evaluation forms and others are for record keeping purposes and should not be construed as a contract of employment.