



VAN DOREN SALES, INC. APPLICATION FOR EMPLOYMENT

NAME _____ DATE _____
(PLEASE PRINT) LAST FIRST MIDDLE

ADDRESS _____
STREET CITY STATE ZIP CODE

ARE YOU 18 YEARS OF AGE OR OLDER? YES NO HOME PHONE NO. _____

POSITION OR TYPE OF EMPLOYMENT DESIRED: _____

AVAILABLE FOR: FULL TIME PART TIME TEMPORARY DATE AVAILABLE: _____

U.S. CITIZEN YES NO

POSSESS VISA PERMITTING YOU TO WORK IN U.S. YES NO SOCIAL SECURITY NO. _____

NAMES OF RELATIVES EMPLOYED BY THIS COMPANY: _____

WHY DID YOU APPLY AT THIS COMPANY? _____

OWN ACCORD AGENCY: (NAME OF AGENCY) _____

ADVERTISEMENT: YES NO

OTHER: _____

EDUCATION

TYPE OF SCHOOL MAJOR SUBJECT CIRCLE LAST YR. ATTENDED GRADUATED (GIVE DEGREE) LAST ATTENDED

TYPE OF SCHOOL	MAJOR SUBJECT	CIRCLE LAST YR. ATTENDED				GRADUATED (GIVE DEGREE)	LAST ATTENDED
ELEMENTARY		5	6	7	8		
HIGH SCHOOL		1	2	3	4		
COLLEGE		1	2	3	4		
COLLEGE		1	2	3	4		
GRADUATE SCHOOL		1	2	3	4		
BUSINESS, TRADE, OTHER		1	2	3	4		

DO YOU PLAN FURTHER EDUCATION? YES NO STARTING DATE: _____
TYPE OF COURSE: _____ HOURS ATTENDING: _____

SKILLS

IMPORTANT! CHECK ALL ITEMS & EQUIPMENT THAT YOU CAN OPERATE

LABOR WELDER DRAFTING PRODUCTION WORK
BURNER TRUCK DRIVING MACHINIST PUNCH & DIE OPERATOR
FITTER WAREHOUSE WORK MECHANIC PRESS BRAKE OPERATOR
LAYOUT FORK LIFT OPERATER CAN YOU READ BLUE PRINTS? YES NO

OTHER (EXPLAIN): _____

LIST OTHER SPECIAL TRAINING, SKILLS AND EXPERIENCE WHICH YOU FEEL WOULD FIT YOU FOR WORK WITH OUR COMPANY

U.S. MILITARY EXPERIENCE

BRANCH OF SERVICE: _____ FROM: _____ YR : ____ TO: _____ YR: ____
(ARMY, NAVY, AIR FORCE, ETC.)

WORK HISTORY

(INCLUDE PART-TIME , SUMMER JOBS, AND ANY BUSINESS OF YOUR OWN)

LIST BELOW CURRENT AND FORMER EMPLOYERS, BEGINNING WITH THE MOST RECENT. ATTACH SEPARATE SHEETS IF NECESSARY.

NO.	NAME	FROM		TO		SUPERVISOR	PHONE
		MO.	YR.	MO.	YR.		
1							
	ADDRESS:						
2							
	ADDRESS:						
3							
	ADDRESS:						

THE ISSUANCE OF THIS BLANK EMPLOYMENT APPLICATION DOES NOT INDICATE THERE ARE ANY POSITIONS CURRENTLY AVAILABLE AND DOES NOT IN ANY WAY OBLIGATE VAN DOREN SALES, INC.

PLEASE NOTE: APPLICANT AGREES TO THE FOLLOWING CONDITIONS OF EMPLOYMENT;

1. SUBMITTING PROOF OF CITIZENSHIP OR U.S. WORK PERMIT.
2. MEETING ATTENDANCE AND PERFORMANCE REQUIREMENTS.
3. CONFORMING TO OTHER COMPANY RULES, REGULATIONS AND INSTRUCTIONS.
4. EMPLOYMENT STATUS IS "AT WILL".

I SWEAR ALL THE STATEMENTS IN THIS APPLICATION ARE TRUE AND CORRECT AND IF ANY INFORMATION SUBMITTED IS FALSE IT SHALL BE CAUSE FOR DISMISSAL. I HAVE BEEN ADVISED THAT YOU MAY CAUSE AN INVESTIGATIVE REPORT TO BE PREPARED ON ALL INFORMATION CONTAINED HEREIN, AND I HEREBY CONSENT THERETO. I HAVE BEEN ADVISED AND UNDERSTAND I HAVE THE RIGHT TO REQUEST A DISCLOSURE IN WRITING OF THE NATURE AND SCOPE OF THE INVESTIGATION.

SIGNATURE OF APPLICANT: _____

DATE: _____

APPLICANT DO NOT WRITE BELOW THIS LINE

PERSON(S) TO CONTACT IN CASE OF EMERGENCY:

NAME: _____

TELEPHONE NUMBER: _____

NAME: _____

TELEPHONE NUMBER: _____

INTERVIEWER'S COMMENTS: