

 Application for Employment

We consider applications for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.

1. What position are you applying for? Choose an item.
2. Date of application. Click here to enter a date.
3. How did you learn about us? Choose an item.
	1. If other, please specify: Click here to enter text.
4. Name:

Last: Click here First: Click here Middle: Click here

1. Address: Click here to enter text.
2. Phone Number: Click here to enter text.
3. Social Security Number: Click here to enter text.
4. Best time to contact you: Click here to enter text.
5. Do any of your friends or relatives work here? Yes [ ]  No[ ]
	1. If so, please provide their names and relationships: Click here to enter text.
6. Are you currently employed? Yes [ ]  No[ ]
7. May we contact your present employer? Yes [ ]  No[ ]
8. Date available for work? Click here to enter a date.
9. What is your pay requirement? Click here to enter text.
10. Are you available to work (select all that apply):

[ ] Full-Time

 [ ]  1st Shift [ ]  2nd shift

[ ] Part-Time

 [ ]  Morning [ ]  Afternoon [ ]  Evening

[ ] Temporary

 Dates Available: Click here to enter a date. - Click here to enter a date.

1. Are you currently on “lay-off” status and subject to recall? Yes [ ]  No[ ]
2. Can you travel if a job requires it? Yes [ ]  No[ ]

Employment Experience

Start with your present or most recent job. Include any job-related military service, assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities, or other protected status.

Employer: Click here to enter text.

Employer Address: Click here to enter text.

Employer Phone: Click here to enter text.

Job Title: Click here to enter text.

Supervisor: Click here to enter text.

Reason for Leaving: Click here to enter text.

Dates Employed: Click here to enter a date. to Click here to enter a date.

Hourly Rate, Starting: Click here to enter text. Final: Click here to enter text.

Work Preformed: Click here to enter text.

Employer: Click here to enter text.

Employer Address: Click here to enter text.

Employer Phone: Click here to enter text.

Job Title: Click here to enter text.

Supervisor: Click here to enter text.

Reason for Leaving: Click here to enter text.

Dates Employed: Click here to enter a date. to Click here to enter a date.

Hourly Rate, Starting: Click here to enter text. Final: Click here to enter text.

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Employer Address: Click here to enter text.

Employer Phone: Click here to enter text.

Job Title: Click here to enter text.

Supervisor: Click here to enter text.

Reason for Leaving: Click here to enter text.

Dates Employed: Click here to enter a date. to Click here to enter a date.

Hourly Rate, Starting: Click here to enter text. Final: Click here to enter text.

Work Preformed: Click here to enter text.

If additional space is needed, you may attach a separate file.

Education

Type of education: Choose an item.

Name of School: Click here to enter text.

Address of School: Click here to enter text.

Course of Study: Click here to enter text.

No. of years completed: Click here to enter text.

Diploma or Degree: Click here to enter text.

Type of education: Choose an item.

Name of School: Click here to enter text.

Address of School: Click here to enter text.

Course of Study: Click here to enter text.

No. of years completed: Click here to enter text.

Diploma or Degree: Click here to enter text.

If additional space is needed, you may attach a separate file.

Describe any specialized training, apprenticeship, skills and extra-curricular activities: Click here to enter text.

Describe any job related training received in the United State military: Click here to enter text.

Additional Information

**Other qualifications.** Summarize special job-related skills and qualifications acquired from employment or other experience: Click here to enter text.

**Specialized Skills.** List machines and equipment you have used and indicate your level of expertise. (CNC, computer, etc.) Click here to enter text.

State any additional information you feel may be helpful to us in considering your application: Click here to enter text.

Have you been convicted of a crime? If yes, please explain. (Note: a conviction record will not necessarily be a bar to employment. Factors such as age and time of the offense, seriousness and nature of the violation, and rehabilitation will be taken into account.) Click here to enter text.

References

Name: Click here to enter text.

Phone Number: Click here to enter text.

Address: Click here to enter text.

Name: Click here to enter text.

Phone Number: Click here to enter text.

Address: Click here to enter text.

Name: Click here to enter text.

Phone Number: Click here to enter text.

Address: Click here to enter text.

By signing this application, I am consenting to any reasonable inquiry that may be necessary to verify the information I have provided on the form or that I may otherwise provide in conjunction with my application for employment with Ledford Engineering Co. Inc. I also confirm that I am legally qualified to work in the United States.

I understand that this application is not intended to, and does not, create a contract or offer of employment and, if hired, employment with the company will be on an at-will basis and could be terminated at the will of either party.

Further, I certify that I have completed all areas in this application that apply to me and that all statements made are true.

Signature: Click here to enter text. Date: Click here to enter text.

Once completed and signed, please return this application to mnanke@ledfordengr.com