



APPLICATION FOR EMPLOYMENT (All applications will be held on file for 90 days)

MISA Metal Fabricating, Inc. does not discriminate in hiring on the basis of race, color, religion, national origin, sex, age, veteran status, disability, marital status, sexual orientation or any other characteristic protected by law.

MISA Metal Fabricating, Inc.

P E R S O N A L	Last Name	First	Middle	Date	Telephone Number	When will you available to begin work?	
	Street Address			City	State	Zip Code	Business Telephone
	Have you ever applied for employment with us? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, month and year.				Are you legally eligible for employment for any employer?		
	Desired Position:		Salary Desired		Are you employed now? <input type="checkbox"/> Yes <input type="checkbox"/> No		If so, can we contact your employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
During the last ten years, have you ever been convicted of a crime other than a minor traffic offense? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain: _____							
(A conviction will not necessarily automatically disqualify you for employment. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered).							
Were you referred by a current associate? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Who? _____							

	Name and Location of School	Course of Study	No. of Years Completed	Did You Graduate?	Degree
E D U C A T I O N	High School				
	College				
	Grad School				
	Other				

PREVIOUS EMPLOYMENT

Please give accurate, complete full-time & part-time employment records starting with your present or most recent employer.

1	Company Name	Telephone ()	Employed (Month and Year)
	Address		From To
	Title and Duties		Salary (Annual/Month/Year) Start Last
2	Company Name	Telephone ()	Employed (Month and Year)
	Address		From To
	Title and Duties		Salary (Annual/Month/Year) Start Last
3	Company Name	Telephone ()	Employed (Month and Year)
	Address		From To
	Title and Duties		Salary (Annual/Month/Year) Start Last

General Information about Desired Employment

Days of week you are available to work: _____

Hours you are available to work: _____

Are you available to work holidays?	YES	NO
Are you available to work nights?	YES	NO
Are you available to work overtime?	YES	NO

SPECIAL SKILLS

Do you have experience in industrial blueprints reading, using measuring gauges (calipers etc), crane operation, forklift, or welding? YES NO

If yes, please explain: _____

In addition, what other experience, training, qualifications or skills do you feel make you especially suited to work at MMFI? Please explain: _____

If applying for a CNC position, are you able to set-up a machine?	YES	NO
Are you able to read industrial blueprints?	YES	NO
Are you able to read/use a tape measure?	YES	NO
Are you able to stand on your feet for long periods of time?	YES	NO
Are you able to adapt/adjust to weather elements easily?	YES	NO
Are you able to lift up to 45 lbs?	YES	NO
Are you able to read digital calipers?	YES	NO

Please circle which best describes your computer skills/proficiency:
 NONE LITTLE BASICS KNOWLEDGEABLE ADVANCED

I certify that the information contained in this application is correct and complete to the best of my knowledge and belief. I authorize investigation of all statements contained in this application. I authorize and request all of my present and former employers and those whom I have listed as reference to furnish MISA Metal Fabricating, Inc. with information about my employment record, including a statement of the reason for the termination of my employment, work performance abilities, and other qualities pertinent to my qualifications for employment; hereby releasing them and MISA Metal Fabricating, Inc. from and all liability for damage of whatever nature arising from furnishing the requested information. (Note: Your present employer will only be contacted if you have so indicated on this application or after you have given notice of termination.) I understand that any false statement or misrepresentation of the facts called for in this application or in the hiring process will be cause for rejection of my application or for my dismissal from employment, if hired. I agree to comply with the policies, rules, regulations and procedures of MISA Metal Fabricating, Inc.

Further, I understand that my employment is for no definite period and is "at will" which means that either I or MISA Metal Fabricating, Inc may terminate my employment at any time, for any reason, and with or without notice. Neither this employment application nor any other MISA Metal Fabricating, Inc document confers any contractual right, either expressed or implied, to remain in MISA Metal Fabricating, Inc's employment.

DATE: _____ SIGNATURE: _____

Office Use Only:

Initial Call Date: _____	Interview Date: _____	Accepted Offer: _____
Reference Check: _____	Drug Screen Completed: _____	Orientation Date: _____