**This application will be considered only for the specific job applied for. If you desire to be considered for another position at a future time, you must submit a new application.**

# GENERAL INFORMATION

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name (Last)** | **(First)** | | | **(Middle Initial)** | **Home Telephone**  (   )     - |
| Address (Mailing Address) | **(City)** | | (State) | (Zip) | **Other Telephone** (   )     - |
| **E-Mail Address** | | Are you legally eligible to work in the U.S.?  Yes  No | | | |

# POSITION

|  |  |  |
| --- | --- | --- |
| Position or Type of Employment Desired | **Will Accept:**  Part-Time  Full-Time  Temporary  On-call | **Shift:**  Day  Swing  Rotating |
| **Are you able to lift 75 pounds safely and without injuring yourself?**  Yes  No  **If not please explain:** |
| **How did you learn of this position?** |
| **Wage or Salary Desired** | **Date Available** | |

# EDUCATION AND TRAINING

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| High School Graduate or General Education (GED) Test Passed?  Yes  No If no, list the highest grade completed | | | | |
| **College, Business, Technical, or Military schooling** **(Most recent first)** | | | | |
| Name and Location | Dates  Attended  Month/Year | Graduate | Degree  & Year | Major  or Subject |
|  | From | Yes  No |  |  |
| To |  |
|  | From | Yes  No |  |  |
| To |  |
|  | From | Yes  No |  |  |
| To |  |

# VETERAN INFORMATION (Most recent)

|  |  |  |
| --- | --- | --- |
| **Branch of Service** | **Period of active duty** From:       To: | **Rank at discharge** |
| **Briefly describe duties / specialized training** | | |

**SPECIAL SKILLS & QUALIFICATIONS** **(List all pertinent skills and equipment that you can operate)**

|  |  |  |
| --- | --- | --- |
| **Types of computers, software, and other equipment you are qualified to operate:** | | |
| **Professional licenses or certifications:** | | |
| **Specialized equipment experience:** | | |
| **Additional languages:** | **10 key:**       **kph** | **Typing speed:**       **wpm** |
| **Organizations and volunteer activities:** | | |
| **Other qualifications such as special skills, abilities, or honors that should be considered:** | | |

**WORK EXPERIENCE (Most Recent First) (Include voluntary work and military experience)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Employer** | | **Telephone Number** (   )     - | | **From (Month/Year)** |
| **Address** | | | |
| **Job Title** | **Number Employees Supervised** (if applicable) | | | **To (Month/Year)** |
| **Specific Duties** | | | |
| **Hours Per Week** |
|
| **Scheduled Shift** |
|
| **Supervisor’s Name** |
|
| **Reason For Leaving** | | | **May We Contact This Employer?**   Yes  No | |
|  | | | | |
| **Employer** | | **Telephone Number** (   )     - | | **From (Month/Year)** |
| **Address** | | | |
| **Job Title** | **Number Employees Supervised** (if applicable) | | | **To (Month/Year)** |
| **Specific Duties** | | | |
| **Hours Per Week** |
|
| **Scheduled Shift** |
|
| **Supervisor’s Name** |
|
| **Reason For Leaving** | | | **May We Contact This Employer?**   Yes  No | |
|  | | | | |
| **Employer** | | **Telephone Number** (   )     - | | **From (Month/Year)** |
| **Address** | | | |
| **Job Title** | **Number Employees Supervised**(if applicable) | | | **To (Month/Year)** |
| **Specific Duties** | | | |
| **Hours Per Week** |
|
| **Scheduled Shift** |
|
| **Supervisor’s Name** |
|
| **Reason For Leaving** | | | **May We Contact This Employer?**   Yes  No | |

**APPLICANT STATEMENT**

|  |
| --- |
| **Why do you want to work here?**  **What are your career goals?** |

**I certify the information contained in this application is true, correct, and complete to the best of my knowledge. I understand that, if employed, false statements reported on this application may be considered sufficient cause for dismissal.**

**I also understand that the acceptance of this application by Taylor Metal Products does not constitute an offer of employment, nor does it qualify as any form of agreement for employment for a specific period of time. Final confirmation of any job offer may be contingent upon a pre-employment drug screening and/or background check.**

### Signature of Applicant\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Taylor Metal Products is committed to equal employment opportunity without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, protected veteran status, or any other unlawful factor and complies with all applicable laws including those regarding consideration of qualified applicants with criminal histories.**