



# APPLICATION FOR EMPLOYMENT

WHERE DID YOU HEAR ABOUT G.R.? \_\_\_\_\_

DATE: \_\_\_\_\_

## PERSONAL INFORMATION

NAME \_\_\_\_\_

SOCIAL SECURITY NUMBER \_\_\_\_\_

CURRENT ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

ARE YOU 18 YEARS OR OLDER?      **YES**      **NO**

ARE YOU PREVENTED FROM LAWFULLY BECOMING EMPLOYED IN THIS COUNTRY BECAUSE OF VISA OR IMMIGRATION STATUS?      **YES**      **NO**

IF YES, PLEASE EXPLAIN \_\_\_\_\_

DO YOU HAVE ANY PHYSICAL, MENTAL OR MEDICAL IMPAIRMENT OR DISABILITY THAT WOULD LIMIT YOUR JOB PERFORMANCE?      **YES**      **NO**

IF SO, PLEASE EXPLAIN \_\_\_\_\_

## EMPLOYMENT DESIRED

POSITION \_\_\_\_\_ AVAILABLE TO START \_\_\_\_\_ SALARY DESIRED \_\_\_\_\_

DESIRED SHIFT      **1<sup>ST</sup> SHIFT**      **2<sup>ND</sup> SHIFT**

CURRENTLY EMPLOYED?      **YES**      **NO**

CAN WE CONTACT YOUR CURRENT EMPLOYER?      **YES**      **NO**

PREVIOUSLY APPLIED TO G.R.?      **YES**      **NO**      WHEN? \_\_\_\_\_

REFERRED BY \_\_\_\_\_

ARE YOU ON A LAY OFF AND SUBJECT TO RECALL?      **YES**      **NO**

IF SO, PLEASE EXPLAIN \_\_\_\_\_

## EDUCATION

HIGH SCHOOL \_\_\_\_\_ NO OF YEARS ATTENDED \_\_\_\_\_ YEAR GRADUATED \_\_\_\_\_

COLLEGE \_\_\_\_\_ NO OF YEARS ATTENDED \_\_\_\_\_ YEAR GRADUATED \_\_\_\_\_

TRADE SCHOOL \_\_\_\_\_ NO OF YEARS ATTENDED \_\_\_\_\_ YEAR GRADUATED \_\_\_\_\_



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## GENERAL INFORMATION

CERTIFICATIONS AND/OR ADDITIONAL SKILLS \_\_\_\_\_

U.S. MILITARY OR NAVAL SERVICE \_\_\_\_\_ RANK \_\_\_\_\_

CURRENT MEMBERSHIP IN NATIONAL GUARD OR RESERVES \_\_\_\_\_

## PREVIOUS EMPLOYMENT

DATE START	DATE END	NAME OF EMPLOYER	ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING

## MANUFACTURING/WAREHOUSE SKILLSET RATING

Please rate yourself on the following skills.

Skill	0 – No Experience	1	2	3	4 - Expert
Cutting Torch					
Welding- Stick					
Welding- MIG					
Welding- TIG					
Brazing					
Fitting					
Layout-Fab					
Shear					
Press Brake					
Metal Worker					
Punch Press					
Drill Press					
Lathe					
Milling Machine					
Layout- Machining					
Sandblast					
Paint- Structural					



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Skill	0 – No Experience	1	2	3	4 - Expert
Paint- Automotive					
Mechanical Assembly					
Hydraulic Assembly/Install					
Precision Assembly					
Electrical Installation					
Forklift					
Overhead Crane					
Inventory Control					
Shipping/Receiving					
Delivery/Pick up					

## STATEMENT OF POLICY AND PREEMPLOYMENT STATEMENT

G.R. Manufacturing, Inc. is an Equal Opportunity Employer. Federal law prohibits discrimination in employment practices because of race, color, religion, sex, age, national origin, disability or veteran status. No question on this application is asked for the purpose of limiting or excluding any applicant's consideration for employment because of his or her race, color, religion, sex, age, national origin, disability or veteran status.

I understand and agree that:

1. The information that I have provided on this application is true and complete to the best of my knowledge. Any misrepresentation or omission of fact in my application, resume or any other material during any interviews can be justification of refusal of employment or if employed, cause for termination.
2. Any offer of employment from G.R. Manufacturing is contingent upon my successful completion of the company's total preemployment screening process, including the company's receiving references that is considers satisfactory and my satisfactory completion of any post offer preemployment medical examination that the company may require. I also agree, if employed, to submit to a medical examination at any time at the company's request. I hereby consent to having the results of any post offer preemployment or postemployment medical exams I may be required to take, disclosed to G.R. Manufacturing.
3. As a condition of employment, I may be required to undergo and successfully pass any tests required of my position including but not limited to a screening for alcohol and/or drugs, criminal background and motor vehicle records. I also understand and agree that, if employed, I may be required to submit to an alcohol or drug screening at any time at the discretion of G.R. Manufacturing. I hereby consent to having the results of any such alcohol or drug screening I may



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be required to undergo disclosed to G.R. Manufacturing. G.R. Manufacturing reserves the right to terminate the employment relationship at any time if I fail to complete any of the steps or if any of the steps indicate positive results. G.R. Manufacturing assumes no responsibility for placing me in another position if I were to be terminated.

4. In processing my application for employment, G.R. Manufacturing may verify all the information provided by me or may procure or have prepared a consumer or an investigative consumer report for this purpose concerning my prior employment, military record, education, character, general reputation, personal characteristics, criminal record and mode of living. I understand that upon written request to G.R. Manufacturing I will be informed whether an investigative consumer report was requested and given full information as to the nature and scope of this investigation.
5. I authorize and request that all of my present and former employers furnish information about my employment record, including a statement of the reason for the conclusion/termination of my employment, work performance, abilities and other qualities pertinent to my qualifications for employment, hereby releasing them from any and all liability for damages arising from furnishing the requested information.
6. I should promptly report any job-related harassment, related complaints or if I believe that I have been treated in an unlawful discriminatory manner to the Vice President of Administration or Human Resources by calling 205-655-8001 or 1-800-841-8001. I also understand that I should report any concerns about policies, procedures, practices or any issues arising in the workplace to the Vice President of Administration or Human Resources.
7. In consideration of my employment, I agree to comply with the policies, rules, regulations and procedures of the company, including, but not limited too G.R. Manufacturing's drug and alcohol policy and sexual harassment policy. I understand that my employment and compensation can be terminated with or without cause or notice, at any time, at the behest of either the company or myself. I further understand that no manager or representative of the company, other than the President, has any authority to enter into any agreement with me for employment for any specified period of time or to make any agreement different from or contrary to the forgoing. I further understand that any such agreement, if made, shall not be enforceable unless it is in writing and signed by me or by the President of G.R. Manufacturing.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_