

prime materials CORPORATION

APPLICATION FOR EMPLOYMENT

PERSONAL

Name: _____
Last First Middle Initial

Address: _____ Home Phone (____) _____
Street City State Zip

Are you eligible to work in the United States? Yes _____ No _____ Proof of eligibility will be required before you can be employed.

Do you have reliable transportation? _____

What position or type of employment is desired? _____

What date are you available for employment? _____

State names of friends/relatives working for us. _____

I applied at Prime Materials as a result of an: _____ Employee referral. (employee name) _____

_____ Advertisement (name) _____ Website (name) _____

_____ Agency Referral _____ Other (name) _____

Have you previously been employed by this company? Yes _____ No _____

If yes, when? _____ What position? _____

Have you ever been convicted of a felony? Yes _____ No _____ (Conviction will not necessarily disqualify you from employment)

If yes, explain. _____

AVAILABILITY

What hours are you available for work? _____

Which days are you available to work? Mon Tues Wed Thurs Fri Sat Sun

What is your target pay? _____/hr _____/wk _____/yr

EDUCATIONAL SKILLS

	Name	City/State	Field of Study	Degree/Diploma	
High School	_____			Yes	No
College	_____			Yes	No
Business, Trade, Other	_____			Yes	No

EMPLOYMENT DATA

Give past employment record as completely as possible starting with last employer.

Employer _____ Supervisor _____ Salary/Rate _____

Address _____ Phone _____

Dates Employed: From ____ To ____ Duties _____

Specify machinery or equipment operated _____

Reason for leaving _____

Name: _____

Date: _____

EMPLOYMENT DATA CONT.

Employer _____ Supervisor _____ Salary/Rate _____

Address _____ Phone _____

Dates Employed: From ____ To ____ Duties _____

Specify machinery or equipment operated _____

Reason for leaving _____

Employer _____ Supervisor _____ Salary/Rate _____

Address _____ Phone _____

Dates Employed: From ____ To ____ Duties _____

Specify machinery or equipment operated _____

Reason for leaving _____

REFERENCES

List two work references who have knowledge of your work ethic, experience, and ability. Please no personal references.

NAME	COMPANY	ADDRESS	PHONE NUMBER
1. _____	_____	_____	_____
2. _____	_____	_____	_____

Do you have prior military service? Active/Reserve Duration: _____
Branch: _____ Honorable Discharged: YES NO

Prime Materials is an equal opportunity employer and will not discriminate against any employee or applicant because of age (as defined by applicable law), religion, sex, race, color, national origin, or because they are handicapped, a disabled veteran or Vietnam era veteran. Answers to application questions will be utilized for applicable, job related information only.

As an applicant for employment at Prime Materials, I understand the following:

- This application will remain on active file for six months. If I am hired within this period, this form will be transferred to my individual personnel file. If I am not hired within six months, this application is no longer active and I will need to reapply for employment if I wish to be considered for a job at Prime Materials.
- If my application for employment is accepted, the effective date of my employment shall be the time I actually begin to work. If I am employed, I agree to comply with and be bound by the safety and health rules and regulations, and rules of conduct of the company.
- My employment is not guaranteed for any term, and my employment may be terminated by the Company or myself at any time and for any reason. No management official is authorized to make any oral assurance or promise of continued employment.
- I authorize and consent to my current and prior employers, educational institutions, and person or organizations named in this application (or accompanying resume) to release any information to Prime Materials that may be required to make an employment decision.

Signature: _____ Date: _____

PRIOR TO HIRE, ALL SELECTED CANDIDATES ARE SUBJECT TO A PRE-EMPLOYMENT DRUG SCREENING