



APPLICATION FOR EMPLOYMENT

PROCESS DEVELOPMENT & FABRICATION INC.



Equal Opportunity Employer - Discrimination in employment because of race, religion, creed, color, national origin, ancestry, disability, age, sex, or liability for service in the Armed Forces of the United States is prohibited by company policy. In addition, company employment policy requires compliance with state and local fair employment practice laws and regulations. This company is an equal opportunity employer.

PERSONAL INFORMATION

Name : _____ SSN : _____ Date : _____
LAST FIRST M.I. TODAY'S

Is there any other name we should be aware of in order to adequately check your employment or educational history? _____

Address : _____ Home phone : _____

City : _____ State : _____ Zip : _____ Cell phone : _____

Are you 18 years of age or older ? Yes No How many days were you absent from work last year? _____

Have you received any driving/moving citations in the past 24 months ? Yes No

Do you currently use drugs illegally? Yes No Do you drink alcohol? Yes No

Did you have any performance problems or complaints at your last job? Yes No

Can you meet the requirements of our normal work hours and work schedule? (Appx. 6 am. to 5 pm. 5-6 days per week) Yes No

Are you interested in shift work? Yes No If yes, what shift do you prefer? 1st 2nd 3rd ANY

Are you able to perform the specific responsibilities of the job that you are applying for with or without reasonable accommodations? Yes No Have you ever been convicted of a drug or alcohol related felony? Yes No

After we have hired you, will you be able to submit proof that you have the legal right to work in the United States? Yes No

Are you willing to take a pre-employment physical & drug screen ? Yes No

GENERAL INFORMATION

Are you employed now ? Yes No Referred to P.D.F. by anyone ? Yes No

Are you seeking work : Full Time Part Time If part time specify why : High School College Another Job

Would you require any special work hours or time off? Yes No If yes, Please explain : _____

Activities or Civic Organizations that you enjoy : _____

Do you have a valid drivers license ? Yes No State Issued : _____ Exp. Date : _____

Is a vehicle available to you for daily use ? Yes No Do you have automobile insurance ? Yes No

Do you mind traveling ? Yes No Are you bothered by heights ? Yes No

Have you ever been employed by this company ? Yes No If yes, when ? : _____

Have you ever applied for work at this company ? Yes No If yes, when ? : _____

EDUCATION

| SCHOOLS | SCHOOL NAME & CITY | GRADUATED | |
|--------------------|--------------------|--------------------------|--------------------------|
| | | Yes | No |
| High School | | <input type="checkbox"/> | <input type="checkbox"/> |
| College/University | | <input type="checkbox"/> | <input type="checkbox"/> |

| SCHOOLS | SCHOOL NAME & CITY | GRADUATED | |
|------------------|--------------------|--------------------------|--------------------------|
| | | Yes | No |
| Technical School | | <input type="checkbox"/> | <input type="checkbox"/> |
| Other Training | | <input type="checkbox"/> | <input type="checkbox"/> |

FORMER EMPLOYERS

| DATE-(month/year) | NAME AND CITY OF EMPLOYER | POSITION | PAY | REASON FOR LEAVING |
|-------------------|---------------------------|----------|-------|--------------------|
| FROM _____ | _____ | _____ | _____ | _____ |
| TO _____ | | | | |
| FROM _____ | _____ | _____ | _____ | _____ |
| TO _____ | | | | |
| FROM _____ | _____ | _____ | _____ | _____ |
| TO _____ | | | | |

SERVICE OBLIGATIONS

Served in the U.S. Armed Forces : A N AF M AR NG CG No Rank at discharge : _____ ETS Date : _____

POSITION

What position are you applying for ? (Check only where you qualify) Office - Clerical Engineering Sales
Electrical / Program Machine Shop Manufacturing Maintenance Fabrication Electrical
Wage sought : _____ (___ negotiable ___ non-negotiable) Date that you can start : _____

YOUR QUALIFICATIONS

(Please mark ONLY in the area that applies to you. 0 being no knowledge to 3 being an Expert)

| | | |
|---|---|---|
| <p>FRONT OFFICE-CLERICAL</p> <p>_____ MS Word _____ Excel _____ Power Point _____ Job Boss _____ Keyboarding Skills</p> | <p>FABRICATION DEPT.</p> <p>_____ Press Brake _____ Shear _____ Iron Worker _____ Plastic Welder _____ MIG Welder _____ TIG Welder _____ Stick Welder _____ Plasma Cutter _____ Layout _____ Steel Roll - 10 Ft. _____ Math Skills _____ Standard Steel Knowledge _____ Structural Steel Knowledge</p> | <p>MACHINE SHOP</p> <p>_____ CNC Mill _____ CNC Lathe _____ Metal Lathe _____ Milling Machine _____ Cut Off Saw _____ Punch Grinder _____ Surface Grinder _____ Radial Drill Press _____ Broach Machine _____ Machine Setup _____ Punch Press _____ Drill Press</p> |
| <p>ELECTRICAL / PROGRAMMING</p> <p>_____ Rockwell _____ Allen-Bradley _____ Omron _____ ProWORX _____ LabVIEW _____ Telemecanique _____ Mitsubishi</p> | <p>MANUFACTURING DEPT.</p> <p>_____ MIG Welder _____ Shear _____ Laser Table _____ Press Brake _____ Spot Welding Machine _____ Robot Welder _____ Steel Roll - 5 Ft. _____ Plasma Table _____ Memory for parts and assembly _____ Paint-Spray Booth Operations _____ Wood Crate Const./Assembly</p> | <p>MISCELLANEOUS EQUIPMENT</p> <p>_____ Jib Crane _____ Bridge Crane _____ Industrial Fork Truck _____ Rough Terrain Fork Truck _____ Carry Deck _____ Man Lift _____ Scissor Lift</p> |
| <p>ENGINEERING DEPT.</p> <p>_____ AutoCAD _____ Inventor _____ Mechanical Desktop _____ Solid Edge _____ Pro-E _____ Design skills-start to finish</p> | <p>ELECTRICAL SHOP</p> <p>0 1 2 3 Read Electronic Schematics 0 1 2 3 Panel Wiring 0 1 2 3 Equipment Wiring _____ Electrical Hand Tools</p> | <p>MISCELLANEOUS KNOWLEDGE</p> <p>_____ Read blue prints _____ Read a tapemeasure _____ Knowledge of pneumatics _____ Knowledge of hydraulics</p> |

"I CERTIFY THAT ALL THE INFORMATION SUBMITTED BY ME ON THIS APPLICATION IS TRUE AND COMPLETE, AND I UNDERSTAND THAT IF ANY FALSE INFORMATION, OMISSIONS, OR MISREPRESENTATIONS ARE DISCOVERED MY APPLICATION MY BE REJECTED AND, IF I AM EMPLOYED, MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME.

IN CONSIDERATION OF MY EMPLOYMENT, I AGREE TO CONFORM TO THE COMPANY'S RULES AND REGULATIONS AND AGREE THAT MY EMPLOYMENT AND COMPENSATION CAN BE TERMINATED, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME, AT EITHER MY OR THE COMPANY'S OPTION. I ALSO UNDERSTAND AND AGREE THAT THE TERMS AND CONDITIONS OF MY EMPLOYMENT MAY BE CHANGED, WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME BY THE COMPANY. I UNDERSTAND THAT NO COMPANY REPRESENTATIVE, OTHER THAN IT'S PRESIDENT, AND THEN ONLY IN WRITING AND SIGNED BY THE PRESIDENT, HAS ANY AUTHORITY TO ENTER INTO ANY AGREEMENT FOR EMPLOYMENT FOR ANY SPECIFIC PERIOD OF TIME OR TO MAKE ANY AGREEMENT CONTRARY TO THE FOREGOING."

APPLICANT'S SIGNATURE : _____ DATE : _____

DO NOT WRITE BELOW THIS LINE

INTERVIEWED BY : _____ DATE : _____

REMARKS : _____

HIRED : Yes No POSITION : _____ DEPARTMENT : _____

SALARY OR WAGE : _____ HR. YR. DATE REPORTING TO WORK : _____

APPROVED : 1 _____ 2 _____ 3 _____