

ACTION COUPLING AND EQUIPMENT

8248 CR 245

PO BOX 99

HOLMESVILLE, OH 44633



TO APPLICANT: Federal and State Laws require that all applications be considered without regard to race, religion, color, sex, age, or national origin. It is very important that you fill out this application in entirety. Also be sure to sign and date where specified.

APPLICANT INFORMATION

Last Name		First		M.I.		Date	
Street Address				How long at present address			
City		State		ZIP			
Previous Address				How long at previous address			
Phone			E-mail Address				
Date Available		Position Applied for			Desired Starting Wage		
List friends or relatives presently working here							
Are you a citizen of the United States or authorized to work in the U.S.?				YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?				
Have you ever been convicted of a crime in the past ten years that has not been annulled, expunged, or sealed by a court? This will not bar you from employment.		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain			
Have you ever worked under a different name?							

EDUCATION

High School			Address				
Number of years attended		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
College			Address				
Number of years attended		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
Other			Address				
Number of years attended		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
List any special skills or training							

REFERENCES

Please list three personal references not related to you

Full Name			Relationship		
Company			Phone		
Address					
Full Name			Relationship		
Company			Phone		
Address					
Full Name			Relationship		
Company			Phone		
Address					

PREVIOUS EMPLOYMENT

Company					Phone				
Address					Supervisor				
Job Title				Starting Salary	\$			Ending Salary	\$
Responsibilities									
From		To		Reason for Leaving					
May we contact your previous employer for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>				
Company					Phone				
Address					Supervisor				
Job Title				Starting Salary	\$			Ending Salary	\$
Responsibilities									
From		To		Reason for Leaving					
May we contact your previous employer for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>				
Company					Phone				
Address					Supervisor				
Job Title				Starting Salary	\$			Ending Salary	\$
Responsibilities									
From		To		Reason for leaving					
May we contact your previous employer for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>				
Company					Phone				
Address					Supervisor				
Job Title				Starting Salary	\$			Ending Salary	\$
Responsibilities									
From		To		Reason for leaving					
May we contact your previous employer for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>				

MILITARY SERVICE

Branch					From		To		
Rank at discharge									
Training received									

OVERTIME & TRANSPORTATION

Do you have reliable transportation to and from work?	YES <input type="checkbox"/>	NO <input type="checkbox"/>			
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PERSONAL STATEMENT

Ace is a manufacturer of quality products. Why do you feel that you should be considered for a position with our company?

DISCLAIMER AND SIGNATURE

I authorize investigation of all statements contained in this application.

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

I understand that employee shift schedules may change without notice as needed.

I understand and agree that my employment is for no definite period and may be terminated at any time without any previous notice regardless of the date of payment of my wages and salary.

Signature		Date	
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This application will be kept in an active file for 6 months. If still interested in a position after that period, please fill out a new application thank you.

OFFICE USE ONLY

Reference check and notes:

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