

# APPLICATION FOR EMPLOYMENT

PRECISION MACHINE & MANUFACTURING CO.  
(AN EQUAL OPPORTUNITY EMPLOYER)



## PERSONAL INFORMATION

*Incomplete information could disqualify you from further consideration.*

Date \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Social Security Number \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

Phone No. \_\_\_\_\_ Are you 18 years of age or older? Yes  No

Are you either a U.S. Citizen or an alien authorized to work in the United States? Yes  No

Have you ever been convicted of a felony or misdemeanor? Yes  No  If yes, give dates and description (A conviction will not necessarily result in the denial of employment.)

\_\_\_\_\_

Have you ever been disciplined or fired? Yes  No  Why? \_\_\_\_\_

## EMPLOYMENT DESIRED

Position \_\_\_\_\_ Date You Can Start \_\_\_\_\_ Salary Desired \_\_\_\_\_

Are You Employed Now? \_\_\_\_\_ If So May We Inquire Of Your Present Employer? \_\_\_\_\_

Ever Applied To This Company Before? \_\_\_\_\_ Where? \_\_\_\_\_ When? \_\_\_\_\_

Do you have any relatives or friends who work for the Company? YES  NO  If yes, who \_\_\_\_\_

EDUCATION	Name And Location Of School	No. Of Years Attended	Degree Received	Subjects Studied
High School				
College				
Trade, Business Or Correspondence School				

Have you completed any special courses, seminars and/or training that would enable you to perform the position for which you are applying? Yes  No  If yes, please describe:

\_\_\_\_\_

**EMPLOYMENT HISTORY** Include your last seven (7) years of employment history, including periods of unemployment, starting with the most recent and working backwards in time. *Incomplete information could disqualify you from further consideration.*

Date (mm/yy)	Name And Address Of Employer	Salary	Position	Reason For Leaving
From				
To				
From				
To				
From				
To				

**REFERENCE:** Give the names of three persons not related to you, whom you have known at least one year.

Name	Address	Business	Years Acquainted
<b>1</b>			
<b>2</b>			
<b>3</b>			

In Case Of  
Emergency Notify

Name

Address

Phone No.

**Please read carefully before signing.**

I hereby give Precision Machine & Manufacturing (PMM) the right to investigate my past employment, education, civil litigation and criminal background. I release from all liability all persons, companies and corporations who supply such information. I indemnify PMM against any liability that might result from such an investigation. I understand that any false answer or statements or implications I might make in this application or in any other required document shall be considered sufficient cause to deny employment, or for discharge if already employed.

PMM is an equal opportunity employer. PMM does not discriminate in employment on account of race, color, religion, national origin, citizenship status, ancestry, age, sex, sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for PMM to hire me. If I am hired, I understand that either PMM or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of PMM has the authority to make any assurance to the contrary.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

**THIS APPLICATION IS VALID ONLY FOR 60 DAYS FROM THE DATE SIGNED/DATED ABOVE.**