



Hawkeye Metal Spinning
1040 Hawkeye Rd.
Jesup, IA 50648

APPLICATION FOR EMPLOYMENT
EQUAL OPPORTUNITY EMPLOYER

Equal access to programs, services, and employment is available to all persons age 16 and older. For safety purposes, individuals under the age of 16 are not eligible for employment with Hawkeye Metal Spinning. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department. **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Position(s) Applied For: _____		Date: _____	
Name _____			
Last	First	Middle	
Address _____			
Street	City	State	Zip Code
Telephone # _____	Email Address: _____		

Shift Applied For: <input type="checkbox"/> 1st <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd	Type of Employment Desired: <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Temporary
Date Available for Work: _____	Are you legally eligible for employment in this country? <input type="checkbox"/> Yes <input type="checkbox"/> No
Where did you learn about the job you are applying for?	<input type="checkbox"/> Employee <input type="checkbox"/> Indeed <input type="checkbox"/> Facebook <input type="checkbox"/> Other

Have you been convicted of a crime in the last seven (7) years? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please explain... _____
<i>Conviction will NOT necessarily be a bar to employment. Each instance and explanation will be considered in relation to the position for which you are applying.</i>

CURRENT EMPLOYMENT INFORMATION

Provide the following information for your current place of employment.

From	To	Employer	Telephone
Job Title		Address	
Immediate Supervisor & Title		Summarize the nature of work performed and job responsibilities.	
Reason for Seeking New Employment		Hourly Rate/Salary	

EMPLOYMENT HISTORY

Provide the following information for your past three (3) employers, assignments, or volunteer activities, starting with the most recent.

From	To	Employer	Telephone
Job Title		Address	
Immediate Supervisor & Title		Summarize the nature of work performed and job responsibilities.	
Reason for Leaving		Hourly Rate/Salary	

From	To	Employer	Telephone
Job Title		Address	
Immediate Supervisor & Title		Summarize the nature of work performed and job responsibilities.	
Reason for Leaving		Hourly Rate/Salary	

EMPLOYMENT HISTORY (Continued)

From	To	Employer	Telephone
Job Title		Address	
Immediate Supervisor & Title		Summarize the nature of work performed and job responsibilities.	
Reason for Leaving		Hourly Rate/Salary	

SKILLS AND QUALIFICATIONS

Summarize any training, skills, licenses, and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying.

EDUCATIONAL BACKGROUND

NAME AND LOCATION	YEARS COMPLETED	DID YOU GRADUATE?	COURSE OF STUDY
High School			
College			
Other			

REFERENCES

REFERENCE NAME & RELATIONSHIP	TELEPHONE	YEARS KNOWN

I understand that if I am employed, any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate discharge from the employer's service, whenever it is discovered.

I give the employer the right to contact and obtain information from all references, employers, educational institutions, and to otherwise verify the accuracy of the information contained in this application. I hereby release from liability the employer and its representatives for seeking, gathering, and using such information and all other persons, corporations or organization for furnishing such information.

The employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by local, state, or federal law.

This application is current for only 60 days, at the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no representative of the employer other than an authorized officer has the authority to make any assurances to the contrary. I further understand that any such assurances must be in writing and signed by an authorized officer.

I understand it is this company's policy not to refuse to hire a qualified individual with a disability because of that person's need for a reasonable accommodation as required by the ADA.

I also understand that if I am hired, I will be required to provide proof of identity and legal work authorization.

Signature of Applicant

Date