

Employment Application

1. Employer Information

Winn Machine, Incorporated
720 Boyd Blvd.
La Porte, IN 46350
219-324-2978

It is the policy of Winn Machine, Inc. to provide equal employment opportunities to all applicants and employees without regard to any legally protected status such as race, color, religion, gender, national origin, age, disability or veteran status.

2. Applicant Information

Applicant Name: _____
Address: _____
City/State/ZIP: _____
Number of years at this address: _____
Daytime Phone: _____ Evening Phone: _____
Social Security Number: _____
Driver's License (State/Number): _____

3. Emergency Contact

Who should we contact if you are involved in an emergency?

Contact Name: _____
Relationship to you: _____
Address: _____
City/State/ZIP: _____
Daytime Phone: _____ Evening Phone: _____

4. Job Position Applied For: _____

5. Salary Desire: \$_____ per _____

6. Who referred you to our company? _____

7. Have you applied to our company previously? ____Yes ____No
If yes, when? _____

8. Are you at least 18 years old? ____Yes ____No

9. How will you get to work? _____

10. Are you willing to work any shift, including nights and weekends? ____ Yes ____ No
If so, please state any limitations

: _____

11. If applicable, are you available to work overtime? ____ Yes ____ No

12. If you are offered employment, when would you be available to begin work?

: _____

13. Are you legally eligible for employment in the United States? ____ Yes ____ No

14. Are you able to perform the essential functions of the job position with or without reasonable accommodation? ____ Yes ____ No

What reasonable accommodation, if any, would you require?

: _____

15. Applicant's Skills

List any skills that may be useful for the job you are seeking. Enter the number of years of experience, and circle the number which corresponds to your ability for each particular skill. (One represents poor ability, while five represents exceptional ability.)

Skill	Years of Experience	Ability or Rating
: _____	_____	1 2 3 4 5
: _____	_____	1 2 3 4 5
: _____	_____	1 2 3 4 5
: _____	_____	1 2 3 4 5

16. Applicant Employment History

List your current or most recent employment first.

Employer Name: _____

Supervisor Name: _____

Address: _____

City/State/ZIP _____

Reason for Leaving: _____

Dates of Employment (Month/Year): _____

Employer Name: _____
Supervisor Name: _____
Address: _____
City/State/ZIP _____
Reason for Leaving: _____
Dates of Employment (Month/Year): _____

Employer Name: _____
Supervisor Name: _____
Address: _____
City/State/ZIP _____
Reason for Leaving: _____
Dates of Employment (Month/Year): _____

17. Applicant's Education and Training

College/University Name and Address
: _____

Did you receive a degree? ____ Yes ____ No
If yes, degree received: _____

High School/GED Name and Address
: _____

Other Training (graduate, technical, vocational):
: _____

Awards, Honors, Special Achievements:
: _____

Military Service:
____ Yes ____ No
Branch: _____
Specialized Training: _____

18. References:

List any two people who would be willing to provide a reference for you.

Name: _____
Address: _____
City/State/ZIP: _____
Telephone: _____
Relationship: _____

Name: _____
Address: _____
City/State/ZIP: _____
Telephone: _____
Relationship: _____

19. Please provide any other information that you believe should be considered:

: _____
: _____
: _____

CERTIFICATION

I certify that the information provided on this application is truthful and accurate. I understand that providing false or misleading information will be the basis for rejection of my application, or if employment commences, immediate termination.

I authorize Winn Machine, Inc. to contact former employers and educational organizations regarding my employment and education. I authorize my former employers and educational organizations to fully and freely communicate information regarding my previous employment, attendance, and grades. I authorize those persons designated as references to fully and freely communicate information regarding my previous employment and education.

If an employment relationship is created, I understand that unless I am offered a specific written contract of employment signed on behalf the organization by one of its owners, the employment relationship will be "at-will." In other words, the relationship will be entirely voluntary in nature, and either I or my employer will be able to terminate the employment relationship at any time and without cause. With appropriate notice, I will have the full and complete discretion to end the employment relationship when I choose and for reasons of my choice. Similarly, my employer will have the right. Moreover, no agent, representative, or employee of Winn Machine, Inc. except in a specific written contract of employment signed on behalf of the organization by one of its owners, has the power to alter or vary the voluntary nature of the employment relationship.

I HAVE CAREFULLY READ THE ABOVE CERTIFICATOINS AND I UNDERSTAND AND AGREET TO ITS TERMS.

: _____
APPLICANT SIGNATURE

DATE