



EXACT
TOOL & DIE, INC.

Application for Employment

5425 West 140th Street
Brook Park, OH 44142
Phone: 216-676-9140
Email to: jobs@exact-tool.com

Prospective employees will receive consideration without discrimination based on race, creed, color, sex, age, national origin, handicap, veteran status, or any condition prescribed by state or local law.

PERSONAL INFORMATION (Fields marked with a * are required fields)

*Last Name:		*First Name:		M.I.:	*Today's Date:
*Street Address:		*City:	*State:		*Zip Code:
*Social Security No:	*Primary Phone:	Alternate Phone:		Email:	
Position Desired:		Desired Pay:	Will you work overtime if asked? Yes: No:		
Have you ever applied for employment with us before? Yes: No: If yes, please provide month & year:					
*Apart from absence for religious observance, are you available to work full-time? Yes: No: If No, what days/hours can you work?				When will you be available to start work?	
*Have you ever been bonded? Yes: No: If Yes, with which employers?:				What shifts are you available to work? (select all that apply)	
*Are you legally eligible for employment in the United States? Yes: No:				1st:	2nd: 3rd:
*Have you been convicted of any crimes in the past ten years, excluding misdemeanors and summary offenses, which have not been annulled, expunged, or sealed by the court? Yes: No: If yes, describe in full:					

Please, list any additional training or skills, such as Languages spoken other than English, hands-on experience, etc. (optional):

EDUCATION INFORMATION

School Type	Name and Location of School or Training Facility	Course of Study?	No. of Years Completed?	Did You Graduate?	Degree, Diploma, or Certification?
Graduate School				Yes: No:	
College				Yes: No:	
Business, Technical, or Trade				Yes: No:	
High School				Yes: No:	
Elementary School				Yes: No:	
Additional Education or Courses				Yes: No:	

EMPLOYMENT HISTORY (list most recent first)

1.	Company Name:	Business Phone:
	Address:	Work Date (mm/yy): Start: End:
	Name of Supervisor:	Pay Rate: Start: End:
	Job Title:	Reason for leaving:
	Job Description:	
2.	Company Name:	Business Phone:
	Address:	Work Date (mm/yy): Start: End:
	Name of Supervisor:	Pay Rate: Start: End:
	Job Title:	Reason for leaving:
	Job Description:	
3.	Company Name:	Business Phone:
	Address:	Work Date (mm/yy): Start: End:
	Name of Supervisor:	Pay Rate: Start: End:
	Job Title:	Reason for leaving:
	Job Description:	
4.	Company Name:	Business Phone:
	Address:	Work Date (mm/yy): Start: End:
	Name of Supervisor:	Pay Rate: Start: End:
	Job Title:	Reason for leaving:
	Job Description:	

PERSONAL REFERENCES

1.	Name:	Phone:	Occupation:
2.	Name:	Phone:	Occupation:
3.	Name:	Phone:	Occupation:

We may choose to contact any or all of the employers and/or references listed above. If there are certain employers and/or references that you wish us not to contact, please list them here:

*I understand that passing a drug test is required for approval of employment. I also understand that, should I be hired, I may be required to submit to random drug screenings at any time:

I Agree
I Disagree

DISCLAIMER

I understand that this application does not constitute an employment contract nor an offer for employment. I authorize the investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I further release and agree to hold harmless Exact Tool & Die, Inc. and all parties providing information from all liability for any claim or damage that may result from furnishing such information.

I understand that this application must be fully completed and signed in order for an applicant to be considered for employment. Additionally, I understand this application will remain active for 60 days and that I must reapply after that time if I am still interested in employment with Exact Tool & Die, Inc.

By signing this document, I certify that the information I have given on this application is truthful and complete to the best of my knowledge and belief. I understand that any false information provided on this application, at the time of any interview(s), or on any company document may result in my immediate discharge.

Signature:

Please, email completed application to jobs@exact-tool.com