

**APPLICATION FOR EMPLOYMENT
HAUSNER HARD CHROME, INC.
3094 MEDLEY ROAD, OWENSBORO, KY 42301
PHONE 270-684-2279 FAX 270-684-4638**

(PRE-EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

It is the Company's policy to offer affirmatively equal opportunity to all qualified employees and applicants for employment without regard to race, creed, color, sex, national origin, age, handicap, or veteran status. We will take positive action to ensure fulfillment of this policy in all areas, including hiring, placement, promotion, transfer or demotion, recruitment, employment ads, wage rates or other forms of compensation, and selection of training, layoff, or termination. We seek to obtain individuals qualified for or trainable for a position, by virtue of job-related education standards, training, experience, and personal qualifications.

PERSONAL INFORMATION

Date: _____

NAME

Last

First

Middle

PRESENT ADDRESS

Street

City

State

Zip

PHONE NUMBER

ARE YOU 18 YEARS OR OLDER? YES NO

ARE YOU EITHER A U.S. CITIZEN OR ALIEN AUTHORIZED TO WORK IN THE UNITED STATES? YES NO

HAVE YOU BEEN CONVICTED OF OR PLEAD GUILTY TO A FELONY OR MISDEMEANOR WITHIN THE LAST 5 YEARS? * YES NO DESCRIBE: _____

*You will not be denied employment solely because of a conviction record, unless the offense is related to the job for which you have applied.

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?

EDUCATION	NAME & LOCATION OF SCHOOL	*NUMBER OF YEARS ATTENDED	*DID YOU GRADUATE?	SUBJECTS STUDIED
GRAMMAR SCHOOL				
HIGH SCHOOL				
COLLEGE				
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL				

*The Age Discrimination in Employment Act of 1967 prohibits Discrimination on the basis of age with respect to individuals who are at least 40 but less than 70 years of age.

GENERAL

SUBJECTS OF SPECIAL STUDY OR RESEARCH WORK

U.S. MILITARY OR NAVAL SERVICE RANK PRESENT MEMEBERSHIP IN NATAIONAL GUARD OR RESERVES

Continued on other side

FORMER EMPLOYERS (LIST BELOW LAST THREE EMPLOYERS, STARTING WITH LAST ONE FIRST).

DATE MONTH & YEAR	NAME & ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				

REFERENCES: GIVE THE NAME OF THREE PERSONS NOT RELATED TO YOU. WHOM YOU HAVE KNOWN AT LEAST ONE YEAR

NAME	ADDRESS	BUSINESS	YEARS ACQUANTED
1.			
2.			
3.			

PHYSICAL RECORD:

DO YOU HAVE ANY PHYSICAL LIMITATIONS THAT PRECLUDE YOU FROM PERFORMING ANY WORK FOR WHICH YOU ARE BEING CONSIDERED? YES NO
 YES, WHAT CAN BE DONE TO ACCOMMODATE YOUR LIMITATION? _____

PLEASE DESCRIBE: _____

IN CASE OF
EMERGENCY NOTIFY

NAME ADDRESS PHONE NO.

I CERTIFY THAT THE FACTS CONTAINED ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND I UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL.

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, PERSONAL OR OTHERWISE AND RELEASE ALL PARTIES FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM FURNISHING SAME TO YOU.

I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT PRIOR NOTICE.

I AUTHORIZE HAUSNER HARD CHROME TO WITHHOLD ANY MONIES OWED TO ME UPON TERMINATION OF EMPLOYMENT UNTIL I HAVE RETURNED COMPANY OWNED PROPERTY.

DATE: SIGNATURE

DO NOT WRITE BELOW THIS LINE

INTERVIEWED BY DATE:

HIRED: YES NO POSITION DEPT.

SALARY/WAGE DATE REPORTING TO WORK

APPROVED: 1. 2. 3.
 EMPLOYMENT MANAGER DEPT. MANAGER GENERAL MANAGER