

Robinson Fin Machines, Inc. Application For Employment
Robinson Fin Machines is a DRUG FREE workplace.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER
 Application will be kept on file for 90 days from date of application.

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

(PLEASE TYPE OR PRINT)

| | |
|---|---------------------|
| Position(s) Applied For | Date of Application |
| How Did You Learn About Us? <input type="checkbox"/> Walk-In <input type="checkbox"/> Friend Who? _____ <input type="checkbox"/> Relative Who? _____ <input type="checkbox"/> Other _____ | |

| | | | | | |
|---------------------|--------|--------|--------|-------|------------------------|
| Name | | | | | |
| Address | Number | Street | City | State | Zip Code |
| Telephone Number(s) | | | Email: | | Social Security Number |
| | | | | | |

If you are under 18 years of age, can you provide required proof of your eligibility to work? Yes No

Have you ever filed an application with us before? Yes No

Are you currently employed? Yes No May we contact your present employer? Yes No

Are you available to work: Full Time Part Time When would you be available to begin work? _____

Are you currently on "lay-off" status and subject to recall? Yes No

Have you been convicted of a felony within the last 7 years? *Conviction will not necessarily disqualify an applicant* Yes No

If yes, please explain:

_____ Do you agree to a background check: []Yes []No SS# _____ Date of Birth: _____

Education

| | Name and City of School | Course of Study | Years Completed | Diploma Degree |
|----------------|-------------------------|-----------------|-----------------|----------------|
| High School | | | | |
| Post Secondary | | | | |

Describe any specialized training, apprenticeship, skills & extra-curricular activities. (Include Military Training)

Specialized Skills

Check Skills/Equipment Operated

| | | |
|----------------------|-----------------------------|-----------------------------|
| Office Skills | Quality/ Workmanship Skills | Production/Mobile Machinery |
| ___ Computer | ___ Micrometers | ___ Tow Motor |
| ___ Multi Line Phone | ___ Calipers | ___ Mill |
| ___ Adding Machine | ___ Calculator | ___ Lathe |
| ___ Office Suite | ___ Other _____ | ___ Other _____ |
| ___ Adobe | | |

Employment Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

| | | | | | |
|----|---------------------------------|------------|--------------------|-------|----------------|
| 1. | Present or Most Recent Employer | | Dates Employed | | Work Performed |
| | | | From | To | |
| | Address | | | | |
| | Telephone Number(s) | | Hourly Rate/Salary | | |
| | Job Title | Supervisor | Starting | Final | |
| | Reason for Leaving | | | | |
| 2. | Employer | | Dates Employed | | Work Performed |
| | | | From | To | |
| | Address | | | | |
| | Telephone Number(s) | | Hourly Rate/Salary | | |
| | Job Title | Supervisor | Starting | Final | |
| | Reason for Leaving | | | | |
| 3. | Employer | | Dates Employed | | Work Performed |
| | | | From | To | |
| | Address | | | | |
| | Telephone Number(s) | | Hourly Rate/Salary | | |
| | Job Title | Supervisor | Starting | Final | |
| | Reason for Leaving | | | | |
| 4. | Employer | | Dates Employed | | Work Performed |
| | | | From | To | |
| | Address | | | | |
| | Telephone Number(s) | | Hourly Rate/Salary | | |
| | Job Title | Supervisor | Starting | Final | |
| | Reason for Leaving | | | | |

If you need additional space, please continue on a separate piece of paper

References

| | |
|-----------|---------------|
| 1. |()..... |
| | Name |
| Phone No. | |
| 2. |()..... |
| | Name |
| Phone No. | |
| 3. |()..... |
| | Name |
| Phone No. | |

I understand that Robinson Fin Machines, inc is a DRUG FREE WORKPLACE and I can not be offered permanent position if I do not pass a Pre-Hire drug test.

Signature: _____ **Date** _____

