

**INMAN ELECTRIC MOTORS, INC. - APPLICATION FOR EMPLOYMENT (Please use pen)**

*Inman Electric Motors, Inc., is an equal opportunity employer and does not discriminate in any aspect of employment on the basis of race, color, or religion, sex, pregnancy, sexual orientation, natural origin, marital status, age, ancestry, veteran status, physical or mental disability, or any other legally protected status.*

Please exclude any information, which may indicate your race, color, religion, sex, pregnancy, sexual orientation, national origin, marital status, age, ancestry, veteran status, physical or mental disability, or any other legally protected status.

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First MI

Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_  
No. Street  
City State Zip Code

Cell / Message Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Type of employment desired: \_\_\_\_\_ Full-time \_\_\_\_\_ Part-time

Position Applied for: \_\_\_\_\_ Salary Desired: \_\_\_\_\_

Date Available for work: \_\_\_\_\_ Referred to Inman Electric by: \_\_\_\_\_

Are you willing to work any shift? \_\_\_\_\_ Yes \_\_\_\_\_ No

What hours are you available to work? \_\_\_\_\_

Can you perform the functions of any job with or without reasonable accommodations? \_\_\_\_\_ Yes \_\_\_\_\_ No

Some of our positions have certain physical characteristics that make them difficult or impossible for some people to do.

Can you.....

- Read and write English, and be able to communicate and understand instructions effectively - both verbally and in writing? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Calculate and understand basic arithmetic? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Sit, Stand, Kneel, Crouch and stoop? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Lift up to 50 lbs.? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Work around oil and oil mist? \_\_\_\_\_ Yes \_\_\_\_\_ No

If you answered NO to any of the above questions, please explain: \_\_\_\_\_

Are you at least 18 years old? \_\_\_\_\_ Yes \_\_\_\_\_ No If hired, can you furnish proof of your age? \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you legally authorized to work in the U.S.? \_\_\_\_\_ Yes \_\_\_\_\_ No

Do you have any relatives or friends working at Inman Electric Motors, Inc.? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please provide their name: \_\_\_\_\_

**EDUCATION**

Circle Highest Grade Completed:

High School	9	10	11	12
College, Trade	1	2	3	4

If you did not graduate from High School, did you complete your G.E.D.?  Yes  No

**HIGH SCHOOL**

School Name: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

**COLLEGE /UNIVERSITY**

School Name: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Major / Minor: \_\_\_\_\_

Graduated:  Yes  No

Degree:  Associates  Bachelors  Masters

**VOCATIONAL / BUSINESS / OTHER**

School Name: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Course of Study: \_\_\_\_\_

Graduated:  Yes  No

Have you ever applied for a position with Inman Electric Motors, Inc. before?  Yes  No

If yes: When? \_\_\_\_\_ What position? \_\_\_\_\_

Have you ever worked for Inman Electric Motors, Inc. before?  Yes  No

If yes: When? \_\_\_\_\_ What Position? \_\_\_\_\_

Have you ever been convicted of a felony or misdemeanor other than a minor traffic accident?  Yes  No

If Yes, please explain (**NOTE:** A conviction is not an absolute bar to employment but will be considered, as it related to fitness and ability to perform the job): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**WORK EXPERIENCE**

Please list all employment for the past 10 years, including times of unemployment, starting with the most recent position. If there is not a 10 year history, please fill out as far back as possible. All information **MUST** be completed. You may attach a resume, but not in place of completing the required information.

Employed From: \_\_\_\_/\_\_\_\_/\_\_\_\_      Employed To: \_\_\_\_/\_\_\_\_/\_\_\_\_

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Supervisors Name: \_\_\_\_\_      Supervisors Phone Number: \_\_\_\_\_

Job Title: \_\_\_\_\_

Duties & Responsibilities: \_\_\_\_\_

Starting Salary: \$\_\_\_\_\_/Hour      Ending Salary: \$\_\_\_\_\_/Hour

Reason for leaving: \_\_\_\_\_

Employed From: \_\_\_\_/\_\_\_\_/\_\_\_\_      Employed To: \_\_\_\_/\_\_\_\_/\_\_\_\_

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Supervisors Name: \_\_\_\_\_      Supervisors Phone Number: \_\_\_\_\_

Job Title: \_\_\_\_\_

Duties & Responsibilities: \_\_\_\_\_

Starting Salary: \$\_\_\_\_\_/Hour      Ending Salary: \$\_\_\_\_\_/Hour

Reason for leaving: \_\_\_\_\_

Employed From: \_\_\_\_/\_\_\_\_/\_\_\_\_      Employed To: \_\_\_\_/\_\_\_\_/\_\_\_\_

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Supervisors Name: \_\_\_\_\_      Supervisors Phone Number: \_\_\_\_\_

Job Title: \_\_\_\_\_

Duties & Responsibilities: \_\_\_\_\_

Starting Salary: \$\_\_\_\_\_/Hour      Ending Salary: \$\_\_\_\_\_/Hour

Reason for leaving: \_\_\_\_\_

**WORK EXPERIENCE, continued**

Employed From: \_\_\_\_/\_\_\_\_/\_\_\_\_      Employed To: \_\_\_\_/\_\_\_\_/\_\_\_\_

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Supervisors Name: \_\_\_\_\_      Supervisors Phone Number: \_\_\_\_\_

Job Title: \_\_\_\_\_

Duties & Responsibilities: \_\_\_\_\_

Starting Salary: \$\_\_\_\_\_/Hour      Ending Salary: \$\_\_\_\_\_/Hour

Reason for leaving: \_\_\_\_\_

Employed From: \_\_\_\_/\_\_\_\_/\_\_\_\_      Employed To: \_\_\_\_/\_\_\_\_/\_\_\_\_

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Supervisors Name: \_\_\_\_\_      Supervisors Phone Number: \_\_\_\_\_

Job Title: \_\_\_\_\_

Duties & Responsibilities: \_\_\_\_\_

Starting Salary: \$\_\_\_\_\_/Hour      Ending Salary: \$\_\_\_\_\_/Hour

Reason for leaving: \_\_\_\_\_

**REFERENCES**

Name	Address and Phone Number	Relationship to You	Occupation
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

**SKILLS**

**INDUSTRIAL**

**How Long:**

**EXPLAIN:**

Where

When

What Type

- Assembly \_\_\_\_\_ Years
- Electronic Assembly \_\_\_\_\_ Years
- Forklift \_\_\_\_\_ Years
- General Labor \_\_\_\_\_ Years
- Inspection \_\_\_\_\_ Years
- Inventory \_\_\_\_\_ Years
- Material Handling \_\_\_\_\_ Years
- Packaging \_\_\_\_\_ Years
- Shipping/Receiving \_\_\_\_\_ Years
- Sorting \_\_\_\_\_ Years
- Warehouse \_\_\_\_\_ Years

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**INDUSTRIAL EQUIPMENT**

- Blue Prints \_\_\_\_\_ Years
- Calipers \_\_\_\_\_ Years
- Micrometers \_\_\_\_\_ Years
- Tools \_\_\_\_\_ Years

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**MACHINE OPERATORS / SKILLED POSITIONS**

- CNC \_\_\_\_\_ Years
- Drill Press \_\_\_\_\_ Years
- Grinder \_\_\_\_\_ Years
- Crane \_\_\_\_\_ Years
- Hoist \_\_\_\_\_ Years
- Lathe \_\_\_\_\_ Years
- Metal Shear \_\_\_\_\_ Years
- Punch Press \_\_\_\_\_ Years
- Set Up \_\_\_\_\_ Years
- Electrician \_\_\_\_\_ Years
- Machinist \_\_\_\_\_ Years
- Machine Maintenance \_\_\_\_\_ Years
- Tool and Die \_\_\_\_\_ Years
- Welder \_\_\_\_\_ Years
- Auto Mechanic \_\_\_\_\_ Years
- Diesel Mechanic \_\_\_\_\_ Years
- CDL Driver \_\_\_\_\_ Years

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**Any other skills you have that are not listed above:** \_\_\_\_\_

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