

Ramko Mfg, Inc.

Employment Application

Ramko Mfg, Inc. is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religion, marital status, sexual orientation, political belief or disability.

Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity within two (2) days of being hired. Failure to submit such proof within the required time shall result in immediate employment termination.

Personal Data

First Name Middle Name Last Name

Street Address City State Zip Code

Home Telephone Number Today's Date

Daytime Telephone Number at which we may contact you

Are you 18 years of age or older? Yes _____ No _____

Do you have any friends or relatives currently employed at this company? Yes _____ No _____

How were you referred to Ramko? Please circle the number of the most appropriate response.

1 2 3 4 5 6
School Agency Employee Advertisement Walk-In Other: _____

If by employee, please give name _____

Position Preferences

For what position are you applying? _____

Salary desired: \$ _____ per Hour Week Month Year (circle one)

Schedule desired: Full Time _____ Part Time _____ # of Hours Per Week _____

Shift desired (note: second and third shift is available only for manufacturing personnel): _____ 1st _____ 2nd _____ 3rd

Could you work overtime? Yes _____ No _____

What date could you start work? _____

Could you travel if required by this position? Yes _____ % of Time _____ No _____

Education

High School

School Name: _____

City and State: _____

Degree or # of Years Completed: _____

College

School Name: _____

City and State: _____

Degree or # of Years Completed: _____

List any certificates earned or in progress, and/or any additional training programs not included in your formal education.

List any Professional Affiliations to which you belong (please do not list activities which would indicate age, sex, color, race, creed, national origin, religion, marital status, sexual orientation, political belief, or disability):

Previous Employment

List your current or most recent employment first. Include work related internships, military and volunteer work.

Current Employer: _____

City and State: _____

Telephone Number: _____

Supervisor's Name and Title: _____

Position Title: _____

Description of Duties: _____

Reason for Leaving: _____

Dates of Employment: From: _____ To: _____

May We Contact Your Employer: Yes _____ No _____

Previous Employer: _____

City and State: _____

Telephone Number: _____

Supervisor's Name and Title: _____

Position Title: _____

Description of Duties: _____

Reason for Leaving: _____

Dates of Employment: From: _____ To: _____

May We Contact Your Employer: Yes _____ No _____

Previous Employer: _____

City and State: _____

Telephone Number: _____

Supervisor's Name and Title: _____

Position Title: _____

Description of Duties: _____

Reason for Leaving: _____

Dates of Employment: From: _____ To: _____

May We Contact Your Employer: Yes _____ No _____

Releases and Applicant's Signature

In connection with my application for employment and as a condition of continuing employment, I understand that investigative background inquiries may be made on me including previous employers, schools, consumer credit, criminal convictions, motor vehicle, and other reports. These reports will include information as to my character, work habits, performance, education, compensation, and experience along with reasons for termination of employment from previous employers. Furthermore, I understand that the company may be requesting information from various federal, state, and other agencies which maintain records concerning my past activities relating to my driving, credit, criminal, civil, and other experiences as well as claims involving me in the files of insurance companies. I authorize without reservation, any party or agency contacted to furnish the above mentioned information and release all parties involved from liability and responsibility for doing so. I hereby consent to obtaining the above information from Ramko and/or any of their agents. This authorization and consent shall be valid in original, fax, or copy form.

Initials

All hiring and employment at Ramko is at will. I understand this application is not an employment contract, nor can it be used to create one. Employment by Ramko has no specific term and may be terminated by the employee or Ramko with or without notice. I acknowledge that Ramko has not made any promises or representations that differ from those contained in this paragraph.

I understand I must provide satisfactory documents to establish my identity and right to work in the United States, if I am offered a position with Ramko, and that failure to provide this evidence will result in the termination of my employment.

I release and agree to hold harmless any individual, company, business institution or government agency from all liability with regard to furnishing information to Ramko. I agree to release and hold harmless Ramko from all liability with respect to the receipt of such information.

I certify that the information I have furnished on this application form is true and complete. I understand that if any misrepresentation has been made by me verbally or in writing, any offer of employment made to me may be withdrawn or my subsequent employment with Ramko may be terminated.

Applicant's Signature

Date