



# APPLICATION FOR EMPLOYMENT

3555 Woodhead Drive • Northbrook, IL 60062 • USA • phone: (847) 509-5848 • fax: (847) 509-0349 • atprecision.com

Equal access to programs, services, and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify an AT Precision human resources representative. AT Precision is an equal opportunity employer. PLEASE PRINT.

First Name _____	Date of application: _____ / _____ / _____
Middle Name _____	Position(s) applied for: _____
Last Name _____	How did you hear about AT Precision?
Street Address _____	<input type="checkbox"/> web site
City _____ State _____ Zip _____	<input type="checkbox"/> advertisement
Phone Number _____	<input type="checkbox"/> employee
Email Address _____	<input type="checkbox"/> relative
Social Security # _____	<input type="checkbox"/> government employment agency
	<input type="checkbox"/> walk-in
	<input type="checkbox"/> other: _____

If necessary, what time is the best time to call you at home? ..... : AM PM

May we contact you at work? .....  yes  no

If yes, provide work number and best time to call: ..... ( ) - ..... : AM PM

If you are under 18 and it is required, can you provide a work permit? .....  yes  no

If no, please explain: \_\_\_\_\_

Have you submitted an application here before? .....  yes  no

If yes, provide date(s) and position(s): \_\_\_\_\_

Have you ever been employed here before? .....  yes  no

If yes, give dates: \_\_\_\_\_

Are you legally eligible for employment in this country? .....  yes  no

Date available for work: \_\_\_\_\_

What is your desired salary range? \_\_\_\_\_

Type of employment desired: \_\_\_\_\_

Are you able to meet the attendance requirements of the position? .....  yes  no

Will you work overtime if required? .....  yes  no

If no, please explain: \_\_\_\_\_

Have you ever been bonded? .....  yes  no

Have you ever pled "guilty" or "no consent" to, or been convicted of a felony? .....  yes  no

If yes, please provide date(s) and details: \_\_\_\_\_

Answering "yes" to these questions does not constitute an automatic bar to employment.

Factors such as date of offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account.



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Please provide the following information about your employment history, starting with your most recent employer, assignments, or volunteer activities:

Employer _____	Immediate Supervisor _____
Street Address _____	Employed from _____ to _____ <small>MM/YYYY MM/YYYY</small>
City _____ State _____ Zip _____	Reason for leaving _____
Phone Number _____	_____
May we contact them for reference?	Summarize your work/responsibilities _____
<input type="checkbox"/> yes	_____
<input type="checkbox"/> no	Starting compensation \$ _____ per _____ <small>HOUR / WEEK / YEAR / ETC.</small>
<input type="checkbox"/> later	Final compensation \$ _____ per _____ <small>HOUR / WEEK / YEAR / ETC.</small>

Employer _____	Immediate Supervisor _____
Street Address _____	Employed from _____ to _____ <small>MM/YYYY MM/YYYY</small>
City _____ State _____ Zip _____	Reason for leaving _____
Phone Number _____	_____
May we contact them for reference?	Summarize your work/responsibilities _____
<input type="checkbox"/> yes	_____
<input type="checkbox"/> no	Starting compensation \$ _____ per _____ <small>HOUR / WEEK / YEAR / ETC.</small>
<input type="checkbox"/> later	Final compensation \$ _____ per _____ <small>HOUR / WEEK / YEAR / ETC.</small>

Employer _____	Immediate Supervisor _____
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Phone Number _____	_____
May we contact them for reference?	Summarize your work/responsibilities _____
<input type="checkbox"/> yes	_____
<input type="checkbox"/> no	Starting compensation \$ _____ per _____ <small>HOUR / WEEK / YEAR / ETC.</small>
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Please provide the following information about your educational background, starting with the most recent school you attended:

School (include city & state)	# of years Completed	achieved	GPA Class Rank	Major	Minor
		<input type="checkbox"/> GED <input type="checkbox"/> Diploma <input type="checkbox"/> Degree			
		<input type="checkbox"/> GED <input type="checkbox"/> Diploma <input type="checkbox"/> Degree			
		<input type="checkbox"/> GED <input type="checkbox"/> Diploma <input type="checkbox"/> Degree			

Please list the names and telephone numbers of three business/work references who are NOT related to you and are NOT previous supervisors. If not applicable, please list three school or personal references who are NOT related to you:

Name	Title	Relationship to Applicant	Telephone Number	Number of Years Known

Please list special accomplishments, awards, licenses, certificates, association memberships, or any other information you would like us to consider:

**Applicant Statement:** I certify that all information I have provided in order to apply for and secure work with the employer is true, complete, and correct. I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal & professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume, and/or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees, or representatives, for seeking, gathering, and using such information in the employment process and all other persons, corporations, or organizations for furnishing such information about me. I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state, or federal law. I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, I may need to reapply and fill out a new application. If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's president. I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard. **I understand that any information provided by me that is found to be false, incomplete, or misrepresented in any respect, will be sufficient cause to (1) cancel further consideration of this application, or (2) immediately discharge me from the employer's service whenever it is discovered.**

*Do not sign until you have read the above applicant statement!*

I certify that I have read, fully understand, and accept all terms of the foregoing Applicant Statement.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_