

ENNIS STEEL INDUSTRIES, INC.

Employment Application



APPLICANT INFORMATION

Last Name				First				M.I.	Date		
Street Address								Apartment/Unit #			
City				State				ZIP			
Phone				E-mail Address							
Date Available				Social Security No.				Desired Salary			
Position Applied for							Referred By				
Are you a citizen of the United States?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>		
Have you ever worked for this company?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	If so, when?						
Have you ever been convicted of a felony?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	If yes, explain						

EDUCATION

High School				Address							
From		To		Did you graduate?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	Degree		
College				Address							
From		To		Did you graduate?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	Degree		
Other				Address							
From		To		Did you graduate?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	Degree		

SKILLS

Special Training											
Special Skills											
U.S. Military Service											

GENERAL INFORMATION

Can you pass a pre-employment physical?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>							
Can you pass a pre-employment drug and alcohol test?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>							
If you are applying for a welding position, have you read our safety/liability form?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>							

E-VERIFY

Federal law requires all employers to verify the identity and employment eligibility of all persons hired to work in the United States. All persons hired will be required to provide documentation of identity and eligibility to work in the United States.

I am aware that Ennis Steel Industries, Inc. participates in E-Verify. I have either read a notice posted in English or Spanish *or* have been given a notice in my identified language, if available. For more information on E-Verify, contact the Department of Homeland Security at 888-897-7781.

I have read and understand the <i>E-Verify Participation</i> and <i>Right to Work</i> posters.	Initial				Date		
--	---------	--	--	--	------	--	--

Continued on other side

PREVIOUS EMPLOYMENT

1 Company				Phone	
City, State		Salary		Supervisor	
Responsibilities				Job Title	
From	To	Reason for Leaving			
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>
2 Company				Phone	
City, State		Salary		Supervisor	
Responsibilities				Job Title	
From	To	Reason for Leaving			
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>
3 Company				Phone	
City, State		Salary		Supervisor	
Responsibilities				Job Title	
From	To	Reason for Leaving			
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>

REFERENCES*Please list three professional references.*

Full Name		Relationship	Phone
Full Name		Relationship	Phone
Full Name		Relationship	Phone

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview shall be grounds for dismissal.

Signature**Date****FOR OFFICE USE ONLY**

Dept		Position		Salary	
Authorized Signature					