



TRU-STONE TECHNOLOGIES DIVISION

## Application for Employment

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

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

Full Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Second Phone: \_\_\_\_\_

Position applying for: \_\_\_\_\_

**GENERAL INFORMATION**

Are you either a U.S. citizen or legally authorized to work in the U.S.?  Yes  No  
PROOF OF CITIZENSHIP OR IMMIGRATION STATUS WILL BE REQUIRED UPON EMPLOYMENT.

Are you at least 18 years of age or older?  Yes  No

Have you ever been convicted of a felony in the last seven years?  Yes  No  
A CONVICTION WILL NOT NECESSARILY BE A BAR TO EMPLOYMENT.

*If yes, give details including date, location(city), nature of offense and disposition of case:*

\_\_\_\_\_

How did you here about Starrett? \_\_\_\_\_ Who referred you? \_\_\_\_\_

Have you ever applied at Starrett, Tru-Stone before? \_\_\_\_\_ If yes, when? \_\_\_\_\_

Have you ever been employed at Starrett, Tru-Stone before? \_\_\_\_\_

If yes, when and in what position? \_\_\_\_\_



**AVAILABILITY**

Position applying for: \_\_\_\_\_ Wage Expectation: \_\_\_\_\_  Full time  Part time

What shifts are you available to work?  Days  Evenings

Date Available \_\_\_\_\_

Are you willing to work  weekends  holidays  Over time ?



**EDUCATION AND SKILLS**

Education Level	School Name, City and State	Major	Graduate	Graduate
High School				
College				
Vocational				
Computer Skills (equipment & software):				
Other education or skills not listed above:				

Please indicate if you have had experience in any of the following areas:

LACK OF EXPERIENCE IN THE FOLLOWING AREAS DOES NOT NECESSARILY DISQUALIFY YOU FROM BEING CONSIDERED FOR EMPLOYMENT.

Machining \_\_\_\_\_ Years or months of experience: \_\_\_\_\_

Precision Measuring Tools: Calipers? \_\_\_\_\_ Micrometers? \_\_\_\_\_ Other? \_\_\_\_\_

Reading Blue Prints \_\_\_\_\_  
 List types of blue prints and experience level: \_\_\_\_\_

Forklift, types: \_\_\_\_\_ Years or months of experience: \_\_\_\_\_

How would you rate your math skills?  Excellent  Average  Weak

Please list any other related experience you feel may be relevant to the position you are applying for: \_\_\_\_\_

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

**WORK HISTORY**

**Most Recent Employer**

Company \_\_\_\_\_ Address: \_\_\_\_\_  
Immediate Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_ - \_\_\_\_\_  
May we contact? \_\_\_\_\_ Ending Wage: \_\_\_\_\_  
Dates of employment: \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

\_\_\_\_\_  
POSITION HELD LENGTH OF TIME DUTIES & RESPONSIBILITIES

\_\_\_\_\_  
POSITION HELD LENGTH OF TIME DUTIES & RESPONSIBILITIES

**First Prior Employment**

Company \_\_\_\_\_ Address: \_\_\_\_\_  
Immediate Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_ - \_\_\_\_\_  
May we contact? \_\_\_\_\_ Ending Wage: \_\_\_\_\_  
Dates of employment: \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

\_\_\_\_\_  
POSITION HELD LENGTH OF TIME DUTIES & RESPONSIBILITIES

\_\_\_\_\_  
POSITION HELD LENGTH OF TIME DUTIES & RESPONSIBILITIES

**Second Prior Employment**

Company \_\_\_\_\_ Address: \_\_\_\_\_  
Immediate Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_ - \_\_\_\_\_  
May we contact? \_\_\_\_\_ Ending Wage: \_\_\_\_\_  
Dates of employment: \_\_\_\_\_ to \_\_\_\_\_ Reason for leaving: \_\_\_\_\_

\_\_\_\_\_  
POSITION HELD LENGTH OF TIME DUTIES & RESPONSIBILITIES

\_\_\_\_\_  
POSITION HELD LENGTH OF TIME DUTIES & RESPONSIBILITIES

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**REFERENCES**

Please use people other than relatives who know of your work ability.

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
.....

**AGREEMENT**

I certify that the facts contained in this document are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal. I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, and release all parties from liability for any damage that may result from furnishing same to you. I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without prior notice and without cause.

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