



NOTICE TO APPLICANTS: Federal and State law requires that all applications be considered without regard to race, color, religion, ancestry, sex, age (40 or older), national origin, disability or veteran status. We believe and fully support the principle of equal employment opportunity and will fulfill our obligation to the fullest.

EMPLOYMENT APPLICATION

Identification

PLEASE PRINT IN INK

Name: _____
 (First) (Middle) (Last)

Address: _____
 (Street/P.O. Box) (City) (State) (Zip Code)

Telephone No.: _____ Social Security No.: _____

Work Preferences

Job Title you are applying for? _____ Minimum Acceptable Wages? _____

What type of position would you accept? *(Check all that apply)* Full-time Part-time Temporary Permanent

Eligible to be employed under present US Immigration laws? _____ Have you applied at Krendl Machine before? _____

Are you 18 years of age or older? Yes No

Date available to start: _____ Have you ever been employed by Krendl Machine? _____ When? _____

General Information

List any friends or relatives working with us now: _____

Have you been **convicted** of a crime (exclude traffic violations where the fine was \$100 or less)? Yes No

If yes, list convictions & dates: _____
 (Conviction does not automatically exclude you from consideration.)

Please list any disability that may limit your ability to perform the work for which you are applying and what can be done to accommodate you:

Education

Please circle last year of formal education completed:	Grade and High School 1 2 3 4 5 6 7 8 9 10 11 12	College 1 2 3 4	Other: _____ 1 2 3 4
Name and location of school	Graduate? Yes/No	Degree Received	Program or Major Coursework
Last High School			
College, University, Business, Military Schools			
Graduate School			

Special Skills and Qualifications

Summarize special job-related skills/qualifications/licenses/certificates. Provide license/certificate number and issuing authority. Include word processing speed.

Experience – Begin with your current or most recent employer.

1. Employer: _____
 Address: _____
 Telephone: _____
Dates of Employment: From (Mo./Yr.) _____ To (Mo./Yr.) _____
Title: _____ Supervisor: _____
Description of Duties/Responsibilities: _____
 Reason for leaving: _____ Annual Salary or Hourly Rate: \$ _____

2. Employer: _____
 Address: _____
 Telephone: _____
Dates of Employment: From (Mo./Yr.) _____ To (Mo./Yr.) _____
Title: _____ Supervisor: _____
Description of Duties/Responsibilities: _____
 Reason for leaving: _____ Annual Salary or Hourly Rate: \$ _____

3. Employer: _____
 Address: _____
 Telephone: _____
Dates of Employment: From (Mo./Yr.) _____ To (Mo./Yr.) _____
Title: _____ Supervisor: _____
Description of Duties/Responsibilities: _____
 Reason for leaving: _____ Annual Salary or Hourly Rate: \$ _____

Please add additional prior employers on a separate page and attach.

References

Professional – list three persons who have firsthand knowledge of your skills and ability (manager, supervisors, etc.).

Name	Title	Address & Phone Number
1.		
2.		
3.		

Certification and Statement of Understanding – PLEASE READ CAREFULLY BEFORE SIGNING

I certify that all of the information in this employment application and any attachments are true and complete to the best of my knowledge. I understand that Krendl Machine may investigate the information I have furnished and I realize that any misrepresentation, omission or false information in this application and any attachments can lead to the withdrawal of an offer of employment and/or to termination from employment. I further authorize Krendl Machine's representatives to contact all employers for which I have worked, and persons whose names are listed above, for any information which may be required to determine my qualifications for employment. I understand I may request that my current employer be excluded from this reference check.

Krendl Machine Co. is a drug-free workplace in compliance with the Ohio Bureau of Worker's Compensation and when the job necessitates the DOT concern ing the requirements to maintain a Commercial Drivers License. I understand that the company requires the successful completion of a medical, drug or chemical test as a condition of and during the course of my employment. I further authorize Krendl Machine to obtain information regarding my criminal or work history and I hereby direct, any employment service agencies to provide such information. I knowingly and voluntarily release and hold harmless Krendl Machine or any employee or agent of it, from and against any and all claims of any kind whatsoever that I may have because they provide, or attempt to provide, any such information to Krendl Machine. I further authorize Krendl Machine to obtain information regarding my criminal or work history and I hereby direct, any employment service agencies to provide such information. I knowingly and voluntarily release and hold harmless Krendl Machine or any employee or agent of it, from and against any and all claims of any kind whatsoever that I may have because of the request, receipt, or use of any such information. A copy of this certification and statement of understanding shall have the same force and effect as the original. In the event of employment, I agree to abide by all rules, regulations, and policies of Krendl Machine. Krendl Machine Company reserves the right to change the terms and conditions of my employment at any time. I have read and understand this certification and statement of understanding. This application is considered active for 1 year.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with Krendl Machine is of an "at-will" nature, which means that I may resign at any time and Krendl Machine may discharge me at any time with or without cause. It is further understood that this "at-will" employment relationship may not be changed by any written documentation, oral representation or by conduct unless such change is in a written document specific to me and signed by me and the President of Krendl Machine.

I agree that any claim or lawsuit relating to my service with Krendl Machine must be filed no more than six months after the date of the employment action that is the subject of the claim or lawsuit. I waive any statute of limitations to the contrary. Krendl Machine Co. reserves the right to change my compensation at any time for any reason, regardless of whether or not Krendl Machine has the right to do so.

I hereby authorize all of the former employers and references set forth on this employment application form and/or any resume or other attachments, to provide Krendl Machine any and all information related to my prior employment and other information about my background. I knowingly and voluntarily release and hold harmless these former employers and references, and any other employee or agent of them, from and against any and all claims of any kind whatsoever that I may have because they provide, or attempt to provide, any such information to Krendl Machine. I further authorize Krendl Machine to obtain information regarding my criminal or work history and I hereby direct, any employment service agencies to provide such information. I knowingly and voluntarily release and hold harmless Krendl Machine or any employee or agent of it, from and against any and all claims of any kind whatsoever that I may have because of the request, receipt, or use of any such information. A copy of this certification and statement of understanding shall have the same force and effect as the original. In the event of employment, I agree to abide by all rules, regulations, and policies of Krendl Machine. Krendl Machine Company reserves the right to change the terms and conditions of my employment at any time. I have read and understand this certification and statement of understanding. This application is considered active for 1 year.

Signature: _____ Date: _____

Mail completed application to : Human Resource Manager Krendl Machine Co. 1201 Spencerville Ave. Delphos, OH 45833