

Employment Application

Twin City Sheet Metal, Inc
26 Coffin Ave, Brewer, Maine
207-990-5605



Position applying for: _____

Today's Date: / / _____

APPLICANT DATA:

Name: _____
Last First Middle Initial

Cell Phone: _____ Home Phone: _____ Email: _____

Address: _____
Street City, State, Zip Code

Date available to start: _____ Have you ever worked for this company before: Yes No

I will be able to report to work _____ days after being notified I am hired.

Are you a citizen of the United States? Yes No Type of employment desired: Full Time Part Time

How did you hear about job: _____

EDUCATION:

High School: _____
Name Address

Did you graduate: Yes No

College: _____
Name Major Degree

REFERENCES:

List up to three people who are not relatives and who can attest to your work and abilities.

Name	City	State	Contact Telephone #
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

SUMMARIZE skills & qualifications

Employment History

List past three jobs, the most recent first. If you have direct sheet metal experience but not in these three jobs, please add in to comments at end

Employer name and address:	Position title/duties, skills: _____	Start date	End date
	_____	_____	_____
		Start pay	End pay
		_____	_____
Tel:	Supervisor:	May we contact for reference?	Yes No
Reason for leaving?			

Employer name and address:	Position title/duties, skills: _____	Start date	End date
	_____	_____	_____
		Start pay	End pay
		_____	_____
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COMMENTS / ADDITIONAL INFO

As part of our procedure for processing your application, your personal and employment references may be checked. If you have misrepresented or omitted any facts on this application, and are subsequently hired, you may be discharged from your job. You may make a written request for information derived from the checking of your references. You will be required to supply proof of authorization to work in the United States, as per the Federal I-9 form instructions.

I understand and agree to the information shown above.

_____	_____
Signature of Applicant	Date Signed

Equal Employment Opportunity: While many employers are required by federal law to have an Affirmative Action Program, all employers are required to provide equal employment opportunity and may ask your national origin, race and sex for planning and reporting purposes only. This information is optional and failure to provide it will have no effect on your application for employment.