



Employment Application

Please Complete all questions. Include any supplemental information which you feel would be helpful in the consideration of your qualifications. Do not supply any information which may be contrary to the laws of your city or state. Precision Hydraulic Technology, Inc. offers equal employment opportunities to all persons without regard to race, color, religion, age, sex, national origin, disability or any other legally protected status.

PERSONAL INFORMATION

Name: _____
Last First Middle

Present Address _____
City State Zip

Previous Address _____
City State Zip

Home Telephone _____ Cell Phone _____

Type of Work Desired _____ Date Available _____

Are you willing to travel? _____ What Percent of time? _____

How did you learn of this position? _____ Relative _____ Employee _____ Walk-in _____ Other

If referred by employee, please give name _____

Name & relationship of relatives employed by Precision Hydraulic Technology, Inc _____

Show date of any prior application to Precision Hydraulic Technology, Inc. _____

If you've ever been employed by Precision Hydraulic Technology, Inc., give dates _____

Emergency Contact _____
Name Address Phone

EDUCATION

Circle highest year completed: High School 1 2 3 4 College 1 2 3 4 5 6

Name/Location of high school _____

Trade School Name _____

Trade School Location	Course	Years Attended	Grade (GPA)	Degree

College/ University (Undergraduate) Name _____

School Location	Course	Years Attended	Grade (GPA)	Degree

College/ University (Graduate) Name _____

School Location	Course	Years Attended	Grade (GPA)	Degree

PROFICIENCIES

Indicate Experience and Skills in any of the following (as applicable to the position for which you are applying).

Word Processing (State type of software) _____

Computer Equipment (State type of hardware) _____

Software Skills _____

Other Skills _____

Special Study Courses (CFPS, Vendor Schools, seminars, military service schools, etc.) _____

Additional Knowledge, skills, abilities, organizations: _____

EMPLOYMENT BACKGROUND

List employment for the last ten years starting with your present or most recent position. Account for all periods of unemployment. Attach additional sheets if necessary.

May we contact your present employer for reference? Yes _____ No _____

Employer (Name or Company):	Employed: From: To:	Your Title:
Company Address (Street & City):	Company Phone:	Base Salary: Start: End:
Name and Title of Supervisor:	Reason for leaving:	
Your responsibilities:		

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Your responsibilities:		

What is your minimum salary requirement at this time? _____

ADDITIONAL INFORMATION

Which of the positions you've held did you find not satisfying and why? _____

What do you think has contributed to the success you have had? _____

What is your interpretation of success? _____

Note other information or outside experience you wish considered: _____

PRE-EMPLOYMENT QUESTIONNAIRE

Please answer the following questions by checking yes or no in the boxes next to each question.

YES

NO

Are you in the United States illegally, or do you lack authorization to work in the United States?

Have you ever been convicted of a violent crime?

Have you ever been convicted of any felony?

Are you currently wanted by any law enforcement agency?

Have you ever been fired from a previous job because of theft on your part?

Have you ever committed any significant (\$25 or more) thefts within the last ten years?

Are you a current user of illegal drugs?

Have you ever sold marijuana within the last three years?

Have you ever sold illegal drugs, other than marijuana?

DRIVING INFORMATION (IF APPLICABLE)

PLEASE COMPLETE THE FOLLOWING IF THE POSITION REQUIRES DRIVING:

YES

NO

Is your driver's license currently suspended, expired, or revoked?

Have you had your driver's license suspended/revoked within the last 36 months for any reason?

Have you been convicted of a D.U.I / D.W.I. within the last five (5) years?

Have you had two or more at-fault (you were at fault) accidents within the last 36 months?

Have you had three (3) or more moving violations within the last 36 months?

Have you had your automobile insurance cancelled for any reason within the last 36 months?

Have you been fired from a previous job within the last 36 months because of improper motor vehicle operation?

Have you had an auto accident in the last five years?

If yes, explain:

Driver's License No. & State:

Make and year of vehicles:

PROFESSIONAL REFERENCES

List individuals who can attest to your professional abilities/work accomplishments, and character. Do not list relatives or supervisors listed above.

Name	Company	Position	Phone

READ CAREFULLY AND SIGN

CERTIFICATION

In order to protect our customers, employees, and company, Precision Hydraulic Technology, Inc. must be diligent in the selection of new company employees. Our applicant screening process reflects this diligence. I understand that prior to being offered employment with Precision Hydraulic Technology, Inc., I may be asked to submit to some or all of the following screening steps depending on the position for which I have applied: motor vehicle record check, former employer check, felony record check, personal reference check, and/or other pre-employment screening testing as appropriate. In the event I have a medical condition which will affect my ability to take a test, I will so inform Precision Hydraulic Technology, Inc. prior to the administration of the test so that a reasonable accomodation can be made. Precision Hydraulic Technology, Inc. reserves the right to require documentation concerning the need for accomodation. I further understand that if an offer of employment is made to me, it is conditioned upon my successful completion of a drug test. Should I receive an offer of employment, I do hereby give my consent to Precision Hydraulic Technology, Inc., it's doctors, employees or agents, together with any clinic, hospital, or laboratory designated by Precision Hydraulic Technology, Inc. to perform appropriate test or examinations on me for drugs.

We are required by law to advise you that a routine inquiry may be made which will provide applicable information concerning character, general reputation, and personal characteristics. Upon written request, additional information as to the nature and scope of the report, if one is made, will be provided.

I certify that the information given by me in this application is true in all respects. I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or for discharge from employment. I hereby authorize my former employer, person, firm, school, or corporation listed herein, including this company, to answer any and all questions and I agree to hold all persons harmless and release them from all liability or damages for giving any such information within their knowledge or records.

I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment contact between Precision Hydraulic Technology, Inc and myself or provide any benefit. No promises regarding employment have been made to me, and I understand that no such promise is binding upon Precision Hydraulic Technology, Inc. unless made in writing. If an employment relationship is established, I understand that I have the right to terminate my employment at any time and that Precision Hydraulic Technology, Inc. retains the same right. Employment is at-will.

I understand that if I am employed, policies and procedures which are issued are not conditions of employment and that Precision Hydraulic Technology, Inc. may revise the policies or procedures in whole or part at any time.

I understand that this application will be kept on active file for thirty (30) days from the date completed, after which time I would have to reapply if I wish to be considered for any position after that date.

Signature of Applicant

Date





Precision Hydraulic Technology, Inc.

Notification and Authorization to conduct Employment Background Checks

I hereby authorize Precision Hydraulic Technology, Inc. to ascertain information regarding my background to determine any and all information of concern to my record, whether same is of record or not, and I release employers and persons named in my application from all liability for any damages on account of his/her furnishing said information. I understand that this form indicates that a background investigation is to determine my suitability for employment and may elicit information on my character, general reputation, personal characteristics, and mode of living. Additionally, you are hereby authorized to make any investigation of my personal history, educational background, military record, motor vehicle records, criminal records, and credit history through an investigative or credit agency or bureau of your choice. I authorize the release of this information by the appropriate agencies to the investigating service. This authorization, in original or copy form, shall be valid for this and all subsequent reports needed as it pertains to employment.

PLEASE PRINT CLEARLY

FULL NAME: _____

OTHER NAMES USED/MAIDEN NAME/DATES: _____

CURRENT ADDRESS: _____

PHONE: _____

LIST ALL ADDRESSES FOR THE PAST 7 YEARS

_____	DATES:	_____
_____	DATES:	_____
_____	DATES:	_____

EMAIL ADDRESS: _____

SOCIAL SECURITY NUMBER _____ DATE OF BIRTH _____

DRIVER'S LICENSE NUMBER _____ STATE ISSUED _____

**** HAVE YOU EVER BEEN CONVICTED OF A CRIME? YES _____ NO _____

If yes, Please explain: _____

Note: No applicant will be denied employment solely on the grounds of conviction of a crime. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position will be considered.

SIGNATURE: _____

DATE: _____

Subscriber certifies that consumer credit information, consumer reports, as defined by the Fair Credit Reporting Act, 15 U.S.C. 1681 et seq. ("FCRA"), will be ordered only when intended to be used as a factor in establishing a consumer's eligibility for employment and that consumer credit information will be used for no other purposes. It is recognized and understood that the FCRA provides that anyone "who knowingly and willfully obtains information on a consumer from a consumer reporting agency" "under false pretenses shall be fined not more than \$5,000 or imprisoned not more than two years or both." REV 3/05