

# CONSOLIDATED CRANE CO.

## APPLICATION FOR EMPLOYMENT

CONSOLIDATED CRANE CO. CONSIDERS ALL APPLICANTS FOR POSITIONS WITHOUT REGARD TO RACE, COLOR, RELIGION, CREED, GENDER, NATIONAL ORIGIN, AGE, DISABILITY, MARITAL OR VETERAN STATUS, SEXUAL ORIENTATION, OR ANY OTHER LEGALLY PROTECTED STATUS.

(PLEASE PRINT)

POSITION(S) APPLIED FOR	DATE OF APPLICATION
HOW DID YOU LEARN ABOUT US? <input type="checkbox"/> ADVERTISEMENT <input type="checkbox"/> WALK-IN <input type="checkbox"/> EMPLOYMENT AGENCY <input type="checkbox"/> FRIEND <input type="checkbox"/> RELATIVE <input type="checkbox"/> OTHER	

<i>Last Name</i>	<i>First Name</i>	<i>Middle Name</i>
<i>Address</i>	<i>Number</i>	<i>Street</i>
<i>City</i>	<i>State</i>	<i>Zip Code</i>
<i>Class Driver's License</i>	<i>License Number</i>	<i>State</i>
<i>Driver's License Status</i>	<input type="checkbox"/> Valid <input type="checkbox"/> Suspended <input type="checkbox"/> Temporary <input type="checkbox"/> Other _____	
<i>Telephone Number(s)</i>	<i>Social Security Number</i>	
<i>Person to contact in an emergency</i>	<i>Telephone Number(s)</i>	
<i>Email Address</i>		

If you are under 18 years of age, can you provide required proof of your eligibility to work?  yes  no

Have you ever filed an application with Consolidated Crane Co. before?  yes  no

If yes, give date \_\_\_\_\_

Have you ever been employed by Consolidated Crane Co. before?  yes  no  
If yes, give date \_\_\_\_\_

Are you currently employed?  yes  no

May we contact your present employer?  yes  no

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration status?  yes  no  
*Proof of citizenship or immigration status will be required upon employment.*

On what date would you be available for work? \_\_\_\_\_

Are you available to work:  Full Time  Part Time  Shift Work  Temporary

Are you currently on "lay-off" status and subject to recall?  yes  no

Can you travel if a job requires it?  yes  no

Have ever you been convicted of a felony?  yes  no  
*Convictions will not necessarily disqualify an applicant from employment.*

If yes, please explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# EDUCATION

	Name and Address of School	Course of Study	Dates Attended	Diploma/ Degree
Elementary School				
High School				
Undergraduate/ College				
Graduate/ Professional				
Special Training/ Other				
<b>INDICATE ANY FOREIGN LANGUAGES YOU CAN SPEAK, READ AND/OR WRITE</b>				
	FLUENT	GOOD	FAIR	
SPEAK				
READ				
WRITE				

**Describe any specialized training, apprenticeship, skills and extracurricular activities.**

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**Describe any job-related training received in the United States Military.**

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**List three (3) personal references. Please do not list relatives.**

**1.** \_\_\_\_\_  
(Name)
(Relationship)
(Telephone)

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(Address)

**2.** \_\_\_\_\_  
(Name)
(Relationship)
(Telephone)

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(Address)

**3.** \_\_\_\_\_  
(Name)
(Relationship)
(Telephone)

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(Address)

## **OTHER QUALIFICATIONS**

Summarize special job-related skills and qualifications acquired from employment or other experience.

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## **SPECIAL SKILLS**

List Skills/Equipment Operated

Type of Equipment

Years Experience

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**List professional, trade, business or civic activities and offices held.**

*You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status.*

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**State any additional information you may feel may be helpful to us in considering your application.**

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# EMPLOYMENT HISTORY

Be specific. Please list employment history, from present to past in chronological order. Include any job-related military service assignments and volunteer activities. You may exclude organizations, which indicate race, color, religion, gender, national origin, disabilities or other protected status.

<i>Employer</i>		<b>Dates Employed</b>		<b>Work Performed</b>
		<b>From</b>	<b>To</b>	
<i>Address</i>		<b>Hourly Rate/ Salary</b>		
		<b>Starting</b>	<b>Final</b>	
<i>Telephone Number(s)</i>				
<i>Job Title</i>	<i>Supervisor Name</i>			
<i>Reason for leaving</i>				
<i>Employer</i>		<b>Dates Employed</b>		<b>Work Performed</b>
		<b>From</b>	<b>To</b>	
<i>Address</i>		<b>Hourly Rate/ Salary</b>		
		<b>Starting</b>	<b>Final</b>	
<i>Telephone Number(s)</i>				
<i>Job Title</i>	<i>Supervisor Name</i>			
<i>Reason for leaving</i>				
<i>Employer</i>		<b>Dates Employed</b>		<b>Work Performed</b>
		<b>From</b>	<b>To</b>	
<i>Address</i>		<b>Hourly Rate/ Salary</b>		
		<b>Starting</b>	<b>Final</b>	
<i>Telephone Number(s)</i>				
<i>Job Title</i>	<i>Supervisor Name</i>			
<i>Reason for leaving</i>				
<i>Employer</i>		<b>Dates Employed</b>		<b>Work Performed</b>
		<b>From</b>	<b>To</b>	
<i>Address</i>		<b>Hourly Rate/ Salary</b>		
		<b>Starting</b>	<b>Final</b>	
<i>Telephone Number(s)</i>				
<i>Job Title</i>	<i>Supervisor Name</i>			
<i>Reason for leaving</i>				
<i>Employer</i>		<b>Dates Employed</b>		<b>Work Performed</b>
		<b>From</b>	<b>To</b>	
<i>Address</i>		<b>Hourly Rate/ Salary</b>		
		<b>Starting</b>	<b>Final</b>	
<i>Telephone Number(s)</i>				
<i>Job Title</i>	<i>Supervisor Name</i>			
<i>Reason for leaving</i>				

*If you need additional space, please continue on a separate sheet of paper.*

## APPLICANT'S STATEMENT

**This application for employment shall be active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.**

**I understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with Consolidated Crane Co. is of an “*at will*” nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this “*at will*” employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of Consolidated Crane Co.**

**I authorize Consolidated Crane Co. to perform a complete background investigation to include Social Security Trace/ Verification, Criminal Background Check, Workers Compensation History and Motor Vehicle Record for the purpose of pre-employment evaluation and for continuing employment. This authorization shall remain in force until revoked by me in writing.**

**IN THE EVENT OF EMPLOYMENT, I UNDERSTAND THAT FALSIFICATION OF ANY ANSWER OR INFORMATION CONTAINED IN THIS APPLICATION WILL BE GROUNDS FOR IMMEDIATE DISCHARGE. I UNDERSTAND, ALSO, THAT I AM REQUIRED TO ABIDE BY ALL RULES AND REGULATIONS OF CONSOLIDATED CRANE CO.**

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? A description of the activities in such job or occupation is attached.

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

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**

