



Cleveland Die & Manufacturing Co.

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, disability or national origin. Consistent with the Americans with Disabilities Act, applicants may request accommodations needed to participate in the application process.

Application Date: _____

PERSONAL INFORMATION

NAME: _____
(Last) (First) (Middle)

ADDRESS: _____
Street City State Zip Code

TELEPHONE NUMBER () _____ Are you 18 years of age or older?

REFERRED BY: _____ **Yes/ No**

DESIRED EMPLOYMENT

POSITION AVAILABLE DESIRED
APPLYING FOR: _____ **START DATE:** _____ **SALARY** _____

Currently Employed? Yes/No

If so, may we contact your present employer? Yes/No

EDUCATION

	Name and Location of School	Last Year Completed	Graduate?	Subjects Studied/ Degrees Received
Grammar School		1 2 3 4	Yes No	
High School		1 2 3 4	Yes No	
College		1 2 3 4	Yes No	
Trade School/Other		1 2 3 4	Yes No	

GENERAL

Applicable Training/Job Related Skills:

PREVIOUS EMPLOYMENT

Please list your last four employers, starting with the most recent one first.

List Month and Year	Name and Address of Employer	Salary (Upon Leaving)	Position(s) Held	Reason for Leaving?
From: To:				
From: To:				
From: To:				
From: To:				

IF YOU ARE HIRED BY CLEVELAND DIE & MANUFACTURING, YOU WILL BE REQUIRED TO ATTEST TO YOUR IDENTITY AND EMPLOYMENT ELIGIBILITY AND TO PRESENT DOCUMENTS CONFIRMING YOUR IDENTITY AND EMPLOYMENT ELIGIBILITY. YOU ARE NOT ELIGIBLE TO BE HIRED IF YOU CANNOT COMPLY WITH THESE REQUIREMENTS. APPLICANTS WILL ALSO BE SUBJECT TO A PRE-EMPLOYMENT DRUG SCREEN AND BACKGROUND CHECK. APPLICANTS THAT ARE HIRED AND VOLUNTARILY RESIGN THEIR EMPLOYMENT WITHIN THE FIRST 90 DAYS OF EMPLOYMENT, WILL BE RESPONSIBLE FOR THE FULL COST OF THESE PRE-EMPLOYMENT REQUIREMENTS (CURRENTLY \$71.25).

CLEVELAND DIE & MANUFACTURING IS A DRUG FREE WORK PLACE.

AUTHORIZATION

I certify that the facts contained in the application (and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, regardless of when in time it is discovered by Cleveland Die & Manufacturing.

I understand that any employment is conditioned on successful completion of a drug screen and background investigation. I authorize the Company to thoroughly investigate all statements contained in my application or resume, and I furthermore authorize my former employers and references to disclose information regarding my former employment, character and general reputation to the Company, without giving my prior notice of such disclosure. In addition, I release the Company and any former employer and all references listed about from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be "at will" and without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of either myself or the Company. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the Company, unless made in writing from the President or Vice President.

If I am offered employment, I also agree to submit to a medical examination or drug test at any time deemed appropriate by the Company and as permitted by law. I consent to such examinations and tests and I request that the examining doctor disclose the results of the examination to Cleveland Die & Manufacturing, which all results shall remain confidential and segregated from my personnel file. I understand that my employment or continued employment, to the extent permitted by law, is contingent upon satisfactory medical examinations and drug tests, and if I am hired a condition of my employment will be that I abide by the Company's Drug and Alcohol Policy.

I understand that completing this form does not indicate that there is a position open and does not obligate the Company to hire me. If hired, I agree to abide by all Company work rules, policies and procedures. The Company retains the right to revise its policies, in whole or in part, at any time.

Applicant's Signature

Date