



UTTERMOST

Application for Employment

PERSONAL INFORMATION

Date: _____

Full Name: _____

Social Security #: _____

Address: _____ Phone #: _____ Email: _____

Person to be notified in case of an emergency: _____ Phone#: _____

Do you know anyone presently employed here? _____ If so, who? _____

Are you related to anyone at Uttermost? _____ Name: _____ Relationship: _____

Have you worked for The Uttermost Company in the past? _____ If yes, when? _____

Referral Source: (circle one) Walk-in, Newspaper Ad, Radio Ad, Internet, Employee Referral, Other _____

If referred by a current employee, please list their name: _____

Have you ever been convicted of a felony? _____ If yes, please explain _____

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)

EDUCATION: Circle last grade completed:

Elementary 1 2 3 4 5 6 7 8 High School 9 10 11 12 College 1 2 3 4

PERSONAL REFERENCES:

	Name	Phone Number
Reference 1		
Reference 2		
Reference 3		

EXPERIENCE:

TYPE OF WORK that you prefer, or are most qualified for: _____

Available start date: _____ Employment type desired (circle one): part-time / full-time

Machinery you have experience using: _____

Are you legally authorized to work in the United States? _____

WORK HISTORY:

Are you presently employed? _____ Why are you seeking new employment? _____

Present or most recent employer: _____

Address: _____

Start Date: _____ End Date: _____ Salary: _____ Position: _____

Name of Supervisor: _____ Telephone #: _____

PLEASE SIGN IF WE MAY CONTACT THE ABOVE REFERENCE (THIS INFORMATION WILL BE KEPT CONFIDENTIAL) SIGN: _____

Previous Employer: _____ Start Date: _____ End Date: _____ Salary: _____

Address: _____

Position Held: _____ Why did you leave? _____

Name of Supervisor: _____ Telephone #: _____

Why did you seek new employment? _____

PLEASE SIGN IF WE MAY CONTACT THE ABOVE REFERENCE (THIS INFORMATION WILL BE KEPT CONFIDENTIAL) SIGN: _____

Why did you seek new employment? _____

Previous Employer: _____ Start Date: _____ End Date: _____ Salary: _____

Address: _____

Position Held: _____ Why did you leave? _____

Name of Supervisor: _____ Telephone #: _____

PLEASE SIGN IF WE MAY CONTACT THE ABOVE REFERENCE (THIS INFORMATION WILL BE KEPT CONFIDENTIAL) SIGN: _____

PLEASE ATTACH YOUR RESUME IF YOU HAVE ONE AND LIST ANY OTHER JOBS, ABILITIES, OR SKILLS THAT MIGHT BE HELPFUL AT UTTERMOST (ON A SEPARATE SHEET OF PAPER.)

This application form will remain in our active files for 60 days. If you are hired within this period, this form will become part of your individual personnel file. If you are not hired within 60 days, this application is no longer active and you will need to re-apply for employment if you wish to be considered for a job with Uttermost. All information is subject to verification. Any misrepresentation or falsification of information requested here will be cause for rejection of this application for subsequent discipline up to and including dismissal from employment.

I understand that if my application for employment is accepted, the effective date of my employment shall be the time I actually begin to work. If I am employed, I agree to comply with and be bound by the safety and patent rules and regulations of the company. I further understand that if employed, my employment will be subject to the conditions of any applicable initial employment period established by Uttermost policy.

In consideration of my employment, I acknowledge that my employment is at will and therefore my employment and compensation can be terminated, with or without cause and with or without notice at any time, at the option of Uttermost or myself. I further acknowledge that any Uttermost personnel manual, handbook, publication policy, procedure, rule or regulation that may now or in the future apply to me is not contractual in nature and is not intended to modify the foregoing employment relationship.

Applicant's Signature

Date