



## EMPLOYMENT APPLICATION

**AN EQUAL OPPORTUNITY EMPLOYER**

(Please type or print)

**DATE** \_\_\_\_\_

PERSONAL DATA

NAME \_\_\_\_\_ Social Security No. \_\_\_\_\_  
Last First Middle

ADDRESS \_\_\_\_\_ Phone Number \_\_\_\_\_  
Number Street City State Zip

PERMANENT ADDRESS \_\_\_\_\_ Phone Number \_\_\_\_\_  
Number Street City State Zip

IN CASE OF EMERGENCY NOTIFY \_\_\_\_\_  
Name Number City State Zip Phone Number

Have you been employed by Scepter NO  YES  If yes, give details \_\_\_\_\_

Are you presently employed? NO  YES

May we contact your employer? NO  YES  Referred by \_\_\_\_\_

|                  |                           |                |
|------------------|---------------------------|----------------|
| Position Desired | Minimum Salary Acceptable | Date Available |
|------------------|---------------------------|----------------|

Are you at least 18 years old? NO  YES  If hired, can you furnish proof of age? NO  YES

If hired, can you furnish proof of citizenship or legal entry into the US? NO  YES

Language(s) other than English spoken \_\_\_\_\_

Fluently? NO  YES  Read? NO  YES  Write? NO  YES

EDUCATION

| Name & Location     | Years Attended (mo./yr.) to (mo./yr.) | List Degree or Certificate | Major | Minor | Grade Point Average/ 4.0 |
|---------------------|---------------------------------------|----------------------------|-------|-------|--------------------------|
| HIGH SCHOOL         |                                       |                            |       |       |                          |
| COLLEGE             |                                       |                            |       |       |                          |
| VOCATIONAL OR OTHER |                                       |                            |       |       |                          |

Please list organizations, clubs, professional societies, or other associations of which you are a member excluding those which may indicate race, religious creed, color, national origin, or ancestry: \_\_\_\_\_

**EMPLOYMENT RECORD – (INCLUDE ANY BREAKS IN EMPLOYMENT) START WITH PRESENT EMPLOYER (USE EXTRA SHEET IF NECESSARY)**

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|------|----------------------|----------------|-----------------------------------|-------------------|
| FROM | EMPLOYER NAME        |                | ADDRESS                           | AREA CODE – PHONE |
|      | JOB TITLE            | MONTHLY SALARY | REASON FOR SEEKING A NEW POSITION |                   |
| TO   | DESCRIBE YOUR DUTIES |                |                                   |                   |
|      |                      |                |                                   |                   |
| FROM | EMPLOYER NAME        |                | ADDRESS                           | AREA CODE – PHONE |
|      | JOB TITLE            | MONTHLY SALARY | REASON FOR SEEKING A NEW POSITION |                   |
| TO   | DESCRIBE YOUR DUTIES |                |                                   |                   |
|      |                      |                |                                   |                   |
| FROM | EMPLOYER NAME        |                | ADDRESS                           | AREA CODE – PHONE |
|      | JOB TITLE            | MONTHLY SALARY | REASON FOR SEEKING A NEW POSITION |                   |
| TO   | DESCRIBE YOUR DUTIES |                |                                   |                   |
|      |                      |                |                                   |                   |
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|      | JOB TITLE            | MONTHLY SALARY | REASON FOR SEEKING A NEW POSITION |                   |
| TO   | DESCRIBE YOUR DUTIES |                |                                   |                   |
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Amount of time lost from work last year \_\_\_\_\_ \*Have you ever been convicted of a Felony? NO  YES

Give an explanation for any questions answered "Yes"

\*Conviction of a Felony does not constitute an automatic bar to employment.

List businesses and professional certificates, licenses, patents, inventions, publications, special skills, and any other business or professional achievements, seminars, special courses or programs:

**MILITARY SERVICE**

Have you served in the Armed Forces of the United States? NO  YES  Branch \_\_\_\_\_ Entry Date \_\_\_\_\_  
 Release Date \_\_\_\_\_ (MO./YR) Final Rank \_\_\_\_\_ Occupational Field \_\_\_\_\_ Reserve Status \_\_\_\_\_

**PRE-EMPLOYMENT STATEMENT**

I VOLUNTARILY GIVE THE COMPANY THE RIGHT TO CONFIDENTIALLY INVESTIGATE MY PERSONAL AND EMPLOYMENT HISTORY, AGREE TO COOPERATE IN SUCH INVESTIGATION AND RELEASE FROM ALL LIABILITY OR RESPONSIBILITY ALL PERSONS, CORPORATIONS, OR ORGANIZATIONS FURNISHING SUCH INFORMATION.

AS A CONDITION OF EMPLOYMENT I CONSENT TO TAKING A PRE-EMPLOYMENT PHYSICAL EXAMINATION, WHICH INCLUDES A MEDICALLY VALID TEST FOR DRUG AND ALCOHOL USE. I ALSO AGREE TO TAKE FUTURE PHYSICAL EXAMINATIONS AS REQUIRED BY THE COMPANY. I AGREE THAT THE ENTIRE CONTENTS OF THIS APPLICATION AS WELL AS ANY INVESTIGATIONS CONNECTED THEREIN WILL BE FOR THE SOLE USE OF THE COMPANY AND TREATED CONFIDENTIALLY.

IF EMPLOYED, I FURTHER AGREE TO COMPLY WITH ALL COMPANY RULES, POLICIES, AND PROCEDURES INCLUDING THOSE PERTAINING TO PATENT/INVENTION MATTERS, CONFLICT OF INTEREST, HEALTH, SAFETY AND SECURITY.

I FURTHER UNDERSTAND THAT ANY FALSE ANSWERS, OMISSIONS, OR STATEMENTS MADE IN THIS APPLICATION OR ANY SUPPLEMENT THERETO OR IN CONNECTION WITH THE ABOVE NAMED INVESTIGATION WILL BE SUFFICIENT GROUNDS FOR IMMEDIATE DISMISSAL.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**APPLICANT – STOP HERE**

**FOR PERSONNEL USE ONLY**

**INTERVIEWER'S NOTES**

|      |                      |
|------|----------------------|
| DATE | COMMENTS/DISPOSITION |
| DATE | COMMENTS/DISPOSITION |
| DATE | COMMENTS/DISPOSITION |