Gurecky Manufacturing service, inc.

Instruction Check

PRE-EMPLOYMENT QUESTIONAIRE
EQUAL OPPORTUNITY EMPLOYER

Application for Employment

APPLICANT INFORMATION					
				Date of Application:	
Name (Last, First, M.I.)					
Street Address				Apartment/Unit #	
City		State		ZIP	
Phone		E-mail Address			
Date Available				Desired Salary	
Position Applied for					
Ever Applied to This Company Before? YES ◯ NO ◯		When			

EDUCATION HISTORY								
High School				Address				
From		To		Did you graduate?	YES ◯	NO ◯	Subjects Studied	
College				Address				
From		To		Did you graduate?	YES ◯	NO ◯	Subjects Studied	
Other				Address				
From		To		Did you graduate?	YES ◯	NO ◯	Subjects Studied	

GENERAL INFORMATION	
Subject of Special Study/Research Work	
Special Training	
Special Skills	

SHORT ANSWER QUESTIONS (Please answer briefly in a few sentences.)

1. Clearly write or type the word **PRECISION** in capital letters in the field labeled *Instruction Check* on the top right of this page.
2. What personal quality makes you a strong employee?

3. What motivates you to do your best work?
4. How would your last supervisor describe you in one sentence?
5. Our shop often runs 700-1000 active work orders. What helps you stay organized and productive in a fast-paced environment?

FORMER EMPLOYERS (LIST BELOW LAST FOUR EMPLOYERS, STARTING WITH LAST ONE FIRST)			
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary $		Ending Salary $
Responsibilities			
From To	Reason for Leaving		
May we contact your previous supervisor for a reference?	YES ◯	NO ◯	
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary $		Ending Salary $
Responsibilities			
From To	Reason for Leaving		
May we contact your previous supervisor for a reference?	YES ◯	NO ◯	
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary $		Ending Salary $
Responsibilities			
From To	Reason for Leaving		
May we contact your previous supervisor for a reference?	YES ◯	NO ◯	

REFERENCES (GIVE BELOW THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.)			
NAME	**PHONE NUMBER**	**RELATION/BUSINESS**	**YEARS KNOWN**

MILITARY SERVICE		
Branch	From	To

DISCLAIMER AND SIGNATURE

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal. I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the company from all liability for any damage that may result from utilization of such information. I also understand and agree that no representative of the company has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized company representative. This waiver does not permit the release or use of disability-related or medical information in a manner prohibited by the Americans with Disabilities Act (ADA) and other relevant federal and state laws. I understand that a consumer credit report or criminal records check may be necessary prior to my employment. If such reports are required, I understand that, in compliance with federal law, the company will provide me with a written notice regarding the use of these reports and will also obtain a separate written authorization from me to consent to these reports. I also understand that a poor credit history or conviction will not automatically result in disqualification from employment."

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document from upon hire.

Signature	Date