



SINCE 1955

The Corken Steel Products Company

## APPLICATION FOR EMPLOYMENT

**THE CORKEN STEEL PRODUCTS COMPANY**  
**7920 KENTUCKY DRIVE**  
**FLORENCE, KY 41042**

**Name** \_\_\_\_\_

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

Please indicate the position(s) for which you wish to be considered. Applicants are considered only for specific positions. (do not list "any")

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

APPLICATION FOR EMPLOYMENT

DATE: \_\_\_\_\_ POSITION APPLIED FOR: \_\_\_\_\_

Referred by: \_\_\_\_\_ Date Available for Work: \_\_\_\_\_

INSTRUCTIONS: Please read carefully. Every item on this form must be answered to the best of your ability. Please print and use a pen. Your qualifications will be carefully reviewed and you will be given thorough consideration for the position(s) for which you have applied. Upon employment, this application will become part of your permanent record at (THIS COMPANY). Keep this in mind as you complete it. Special Note: You are not required to supply any information that is prohibited by Federal, State, or Local law. We are an Equal Opportunity Employer. (THIS COMPANY) does not discriminate on the basis of race, color, religion, gender, national origin, pregnancy, marital status, citizenship, age, disability, veteran status, or any other legally protected class. You may request assistance in completing this application.

PERSONAL

Name \_\_\_\_\_ Contact Phone Number: ( ) \_\_\_\_\_

First M.I. Last Street Box City ST Zip

E-Mail Address @ \_\_\_\_\_ If younger than 21, state your age here \_\_\_\_\_

Are you legally entitled to work in the United States? [ ] yes [ ] no Compliance with I-9 requirements is mandatory, upon employment

NOTE: Criminal records checks are conducted after a job offer is made and may result in the withdrawal of the job offer. Please initial here to indicate you understand that your criminal record may prohibit you being employed here: \_\_\_\_\_

For positions requiring use of a vehicle: [ ] Does not apply

Have you ever been convicted of a moving traffic violation? [ ] yes [ ] no If yes, list all here: \_\_\_\_\_

Have your driving privileges ever been revoked or suspended? [ ] yes [ ] no If yes, list here when and why: \_\_\_\_\_

Do you currently hold a Commercial driving license (CDL)? [ ] yes [ ] no

EDUCATION

Did you graduate from High School? \_\_\_\_\_ If no, last grade completed \_\_\_\_\_ Grade Average \_\_\_\_\_

College or university (Name and location) \_\_\_\_\_

College or university (Name and location) \_\_\_\_\_

Please initial here to certify that your college degree was earned through the actual completion of college level course work and conferred by an accredited college or university where you completed your coursework. \_\_\_\_\_

Did you graduate? \_\_\_\_\_ If no, number of hours completed \_\_\_\_\_ Grade Point Average \_\_\_\_\_ Degree \_\_\_\_\_

Major \_\_\_\_\_ Minor \_\_\_\_\_ If attending, date of graduation \_\_\_\_\_

Other Education \_\_\_\_\_

License(s), including the state of issue and the number: \_\_\_\_\_

MILITARY [ ] not applicable

List service in U.S. Military: From \_\_\_\_\_ to \_\_\_\_\_ Branch \_\_\_\_\_

Rank at Discharge \_\_\_\_\_ Military experience that may be applicable to working here \_\_\_\_\_

**GENERAL EMPLOYMENT INFORMATION**

1. List here all of the equipment with which you have experience and training. (Examples: pallet jack, small tools, , CAD Systems, computers, lathe, CNC Machines, etc.): \_\_\_\_\_

2. Are you willing to relocate? \_\_\_\_\_ If yes, state location preferred \_\_\_\_\_

3. Salary Expected \_\_\_\_\_ hour \_\_\_\_\_ per week or \_\_\_\_\_ per year Hours you are available per week? \_\_\_\_\_  No preference

4. Type of work sought:  regular full time  regular part time  temporary  seasonal  as needed

5. Which of the following are you available: **Days:**  yes  no **Nights:**  yes  no **Weekends:**  yes  no  
**Holidays:**  yes  no **Shift Work:**  yes  no

6. Indicate hours you are available to work on the following days (or check *Anytime*, if you have no restrictions):

Monday \_\_\_\_\_ Tuesday \_\_\_\_\_ Wednesday \_\_\_\_\_ Thursday \_\_\_\_\_ Friday \_\_\_\_\_ Saturday \_\_\_\_\_ Sunday \_\_\_\_\_  
\_\_\_\_\_ to \_\_\_\_\_ \_\_\_\_\_ to \_\_\_\_\_ \_\_\_\_\_ to \_\_\_\_\_ \_\_\_\_\_ to \_\_\_\_\_ \_\_\_\_\_ to \_\_\_\_\_ \_\_\_\_\_ to \_\_\_\_\_  
 Anytime  Anytime  Anytime  Anytime  Anytime  Anytime  Anytime

7. Are you able and willing to perform the essential functions of the job for which you are applying, including travel, if necessary?  yes  no  don't know

•If no, indicate reason:  need different hours  need different days  need more training  need a driver

Other, (explain accommodation needed: ) \_\_\_\_\_

8. Are you currently under a non-compete or non-solicitation agreement that will prevent you from working for a business in our industry?  yes  no If yes, please explain and list the date the agreement expires: \_\_\_\_\_

**EXPERIENCE: List below all present and past employment, beginning with your most recent employer**

1. Employer \_\_\_\_\_ Starting Salary \_\_\_\_\_ per hour or week  
Address \_\_\_\_\_ Last Salary \_\_\_\_\_ per hour or week  
Kind of Business \_\_\_\_\_ Supervisor \_\_\_\_\_  
Job Title \_\_\_\_\_ Reason for Leaving:  Quit  Discharge  Retired  
Dates Employed \_\_\_\_\_ to \_\_\_\_\_  Laid Off Why? \_\_\_\_\_  
For Job Reference, call \_\_\_\_\_ at \_\_\_\_\_  
 Please do not contact this employer. Why not? \_\_\_\_\_

...

2. Employer \_\_\_\_\_ Starting Salary \_\_\_\_\_ per hour or week  
Address \_\_\_\_\_ Last Salary \_\_\_\_\_ per hour or week  
Kind of Business \_\_\_\_\_ Supervisor \_\_\_\_\_  
Job Title \_\_\_\_\_ Reason for Leaving:  Quit  Discharge  Retired  
Dates Employed \_\_\_\_\_ to \_\_\_\_\_  Laid Off Why? \_\_\_\_\_  
For Job Reference, call \_\_\_\_\_ at \_\_\_\_\_  
 Please do not contact this employer. Why not? \_\_\_\_\_

...

3. Employer \_\_\_\_\_ Starting Salary \_\_\_\_\_ per hour or week  
Address \_\_\_\_\_ Last Salary \_\_\_\_\_ per hour or week  
Kind of Business \_\_\_\_\_ Supervisor \_\_\_\_\_  
Job Title \_\_\_\_\_ Reason for Leaving:  Quit  Discharge  Retired  
Dates Employed \_\_\_\_\_ to \_\_\_\_\_  Laid Off Why? \_\_\_\_\_  
For Job Reference, call \_\_\_\_\_ at \_\_\_\_\_  
 Please do not contact this employer. Why not? \_\_\_\_\_

...

4. Employer \_\_\_\_\_ Starting Salary \_\_\_\_\_ per hour or week  
Address \_\_\_\_\_ Last Salary \_\_\_\_\_ per hour or week  
Kind of Business \_\_\_\_\_ Supervisor \_\_\_\_\_  
Job Title \_\_\_\_\_ Reason for Leaving:  Quit  Discharge  Retired  
Dates Employed \_\_\_\_\_ to \_\_\_\_\_  Laid Off Why? \_\_\_\_\_  
For Job Reference, call \_\_\_\_\_ at \_\_\_\_\_  
 Please do not contact this employer. Why not? \_\_\_\_\_

**In the following space, please describe how we will benefit from your work here.**

---

---

---

**Please list the name, address and contact information of three references who can attest to your knowledge, skill and ability to perform the work for which you are applying. We are seeking business related references, not personal references.**

Name: \_\_\_\_\_ Phone No. (\_\_\_\_\_) \_\_\_\_\_

Employer: \_\_\_\_\_ Location: \_\_\_\_\_ Position: \_\_\_\_\_

Name: \_\_\_\_\_ Phone No. (\_\_\_\_\_) \_\_\_\_\_

Employer: \_\_\_\_\_ Location: \_\_\_\_\_ Position: \_\_\_\_\_

Name: \_\_\_\_\_ Phone No. (\_\_\_\_\_) \_\_\_\_\_

Employer: \_\_\_\_\_ Location: \_\_\_\_\_ Position: \_\_\_\_\_

**CONDITIONS OF EMPLOYMENT**

- I. The facts as stated on this application are true and correct. I understand that, if employed, false statements on this application may cause my immediate dismissal.
- II. I authorize whatever background and personal reports needed to verify that the information I have supplied is true and accurate and to determine my fitness for this job and hold harmless those who have the responsibility to develop such a report. A copy of this authorization is as valid as the original. I understand that the results of a criminal record check may result in the withdrawal of a job offer.
- III. I understand that I may be required to work overtime as a condition of being employed.
- IV. In consideration of my employment, I agree to conform to the rules and regulations for employees. I understand I am an employee at-will, and that this application may never be considered to be a contract of employment with (THIS COMPANY) and that my employment and compensation can be terminated, with or without cause, at anytime, at the option of either (THIS COMPANY) or me. I understand that no representative of (THIS COMPANY), has any authority to enter into any verbal agreement for employment for any specified period of time or to make any agreement contrary to the foregoing and that no document, policy or practice of (THIS COMPANY), may change the foregoing unless it is expressly titled "Employment Agreement" and signed by both myself and the Chief Executive Officer.
- V. I understand that I will be required to submit to a pre-employment, and/or post-employment test for fitness and/or substance abuse, if not prohibited by law.
- VI. Upon separation of employment, I authorize (THIS COMPANY) to withhold from my final pay check any monies owed by me (if not prohibited by law) for pay advances, equipment, loans, products, services, uniforms unreturned, benefits advanced that I have not earned, materials or other assets in my possession not promptly returned or repaid, as agreed.
- VII. As a condition of employment, I accept that any complaint or conflict that cannot be resolved internally may be referred to Alternative Dispute Resolution, unless prohibited by law, before any other legal action is taken.

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