



Millcreek Manufacturing Employment Application

PLEASE PRINT OR TYPE ALL INFORMATION

LAST NAME	FIRST NAME	MIDDLE NAME
APPLICATION FOR POSITION OF:	TODAY'S DATE	DATE AVAILABLE
PHONE NUMBER – Include Area Code		
EMAIL ADDRESS		
PRESENT ADDRESS – Street, City, State & Zip Code:		PRODUCTION HOURS ARE M-F, 6 AM - 4:45 PM, AND OFFICE HOURS ARE M-F, 8 AM - 4:45 PM. ARE YOU AVAILABLE TO WORK THE HOURS THAT PERTAIN TO THE POSITION FOR WHICH YOU ARE APPLYING? <input type="checkbox"/> YES <input type="checkbox"/> NO
MAILING ADDRESS – If Different From Above:		
PROVIDE ANY DIFFERENT NAMES YOU HAVE UTILIZED SINCE AGE 18.		

Do You Have A Reliable Source Of Transportation To And From Work? YES NO
 Do You Have A Valid Drivers License? (Applicable only for certain positions) YES NO
 Are You At Least 18 Years Of Age? YES NO
 Are You Legally Eligible To Work in the United States? YES NO

EDUCATION & TRAINING					
Circle Highest Grade Or Year Completed In School 1 2 3 4 5 6 7 8 9 10 11 12		DO YOU HAVE A HIGH SCHOOL DIPLOMA OR A GED EQUIVALENCY? <input type="checkbox"/> YES <input type="checkbox"/> NO	NAME AND LOCATION OF HIGH SCHOOL		
TRAINING BEYOND HIGH SCHOOL (College, University or Other Schools)					
SCHOOL NAME & LOCATION	NUMBER OF YEARS ATTENDED	CREDITS EARNED	MAJOR FIELD	GPA / BASIS	DEGREE EARNED
DESCRIBE ANY OTHER EDUCATION OR TRAINING WHICH YOU FEEL IS RELEVANT TO THE JOB(S) FOR WHICH YOU ARE APPLYING. ALSO INCLUDE RELEVANT LICENSES & CERTIFICATIONS. BE SPECIFIC.					

The essential functions of most production jobs at Millcreek will require that employees lift up to 50 lbs. frequently, bend and stoop frequently, stand and/or walk long periods of time, some ladder climbing, and work in possible extreme temperatures. To the extent these functions may be applicable to the position for which you are applying, can you perform all of the above functions or perform all of the above functions with reasonable accommodation? YES NO

Answering "NO" to this inquiry is not an automatic bar to employment. Millcreek is an equal opportunity employer and complies with all facets of the American with Disabilities Act (and any applicable state laws).

Do you have any pending criminal charges against you? YES NO

Have you ever been convicted of a crime, regardless of whether it was a felony or misdemeanor? YES NO

If you answered yes to either criminal background inquiries above, provide the date and county of the pending charge or conviction, the type of charge or conviction, and an explanation. (A pending charge or prior conviction will not automatically bar you from employment.)

Prior Military Service YES NO

Branch: _____ Years: _____

Rank at Discharge: _____

Were you Honorably Discharged? YES NO

If no, explain: _____

WORK EXPERIENCE: Provide a complete description of all jobs. Be specific. Start with your most recent job. For part-time work, show the average number of hours per week. Indicate any changes in job title with the same employer as a separate job.

Employer	Type Of Business	Location (Street Address, City, State, Zip Code)	
Job Title	Reason For Leaving		
Name of Supervisor	Length of Employment		<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time
Job Duties	From (Month & Year)	To (Month & Year)	
	Beginning Pay \$ Ending Pay \$		

Employer	Type Of Business	Location (Street Address, City, State, Zip Code)	
Job Title	Reason For Leaving		
Name of Supervisor	Length of Employment		<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time
Job Duties	From (Month & Year)	To (Month & Year)	
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Job Duties	From (Month & Year)	To (Month & Year)	
	Beginning Pay \$ Ending Pay \$		

MAY WE COMMUNICATE WITH YOUR PRESENT EMPLOYER? YES NO FORMER EMPLOYER? YES NO

HAVE YOU WORKED FOR MILLCREEK BEFORE? YES NO What Years? _____

HAVE YOU EVER DONE ANY VOLUNTEER WORK? ? YES NO IF YES, DESCRIBE: _____

REFERENCES (List three other than former employers or relatives.)

NAME	ADDRESS	PHONE
NAME	ADDRESS	PHONE
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BY MY SIGNATURE BELOW, I CERTIFY THAT ALL ANSWERS GIVEN BY ME ARE TRUE, ACCURATE, AND COMPLETE. I UNDERSTAND THAT THE FALSIFICATION, MISREPRESENTATION, OR OMISSION OF FACTS ON THIS APPLICATION (OR ANY OTHER ACCOMPANYING OR REQUIRED DOCUMENTS) WILL BE CAUSE FOR DENIAL OF EMPLOYMENT OR IMMEDIATE TERMINATION OF EMPLOYMENT, REGARDLESS OF WHEN OR HOW DISCOVERED.

This application will be given every consideration, but its receipt does not imply that the applicant will be employed.

It is the policy of Millcreek Manufacturing to afford equal opportunity to all employees and applicants for employment without regard to age, race, religion, color, sex, national origin, marital status, sexual orientation, or pregnancy, and to afford equal opportunities to disabled veterans, individuals with a disability, and any and other characteristic protected by federal, state, or local law.

I authorize the investigation of all statements and information contained in this application. I release from all liability anyone supplying such information, and I also release Millcreek Manufacturing from all liability that might result from making an investigation.

I acknowledge that I have read and understand the above statements and hereby grant permission to confirm the information supplied on this application by me.

APPLICANT SIGNATURE _____ Date: _____

HOW DID YOU LEARN OF OUR JOB OPENINGS? WORD OF MOUTH ONLINE JOB SITE AD OTHER _____