



Print Application

APPLICATION FOR EMPLOYMENT

PLEASE FILL THIS APPLICATION OUT COMPLETELY EVEN IF YOU ARE SUPPLYING A RESUME.
INCOMPLETE AND/OR ILLEGIBLE APPLICATIONS MAY NOT BE CONSIDERED FOR EMPLOYMENT.

DATE _____

NAME (LAST, FIRST, MI) _____ SOCIAL SECURITY NO. _____

ADDRESS _____ CITY _____ ST _____ ZIP _____

TELEPHONE: HOME _____ WORK _____ ALTERNATE _____

POSITION(S) APPLYING FOR:

CAN WORK: ☐ FULL TIME ☐ PART TIME

1. _____

☐ 1ST SHIFT ☐ 2ND SHIFT ☐ 3RD SHIFT

2. _____

ARE YOU AT LEAST 18 YEARS OF AGE? ☐ YES ☐ NO DATE AVAILABLE _____

HAVE YOU BEEN EMPLOYED BY US PREVIOUSLY? ☐ YES ☐ NO

IF YES, WHAT DATES? _____ POSITION HELD _____

REASON FOR LEAVING _____

LIST ANY FRIENDS/RELATIVES PRESENTLY WORKING AT BRADBURY _____

HOW DID YOU HEAR ABOUT THIS EMPLOYMENT OPPORTUNITY?

☐ PERSONAL REFERRAL ☐ NEWSPAPER ☐ BRADBURY WEBSITE
☐ INTERNET JOB SEARCH ENGINE ☐ OTHER _____

KNOWLEDGE, SKILLS, & ABILITIES (MARK ALL THAT YOU POSSESS)

COMPUTER: ☐ PC ☐ APPLE ☐ MICROSOFT OFFICE ☐ MICROSOFT EXCEL ☐ MICROSOFT WORD

☐ OTHER _____

TYPING (WPM) _____ DATA ENTRY/TEN KEY (KSPM) _____ ☐ INVENTOR ☐ AUTOCAD ☐ CAD/CAM

MAUNUFACTURING: ☐ INDUSTRIAL ASSEMBLY ☐ LATHE OPERATION ☐ ELECTRONICS ASSEMBLY & REPAIR

☐ FORKLIFT ☐ WELDING ☐ GRINDING ☐ MILLING ☐ INDUSTRIAL MAINTENANCE ☐ SUPERVISION

☐ ABLE TO READ BLUE PRINTS ☐ INDUSTRIAL PAINTING ☐ SHEET METAL FABRICATION

☐ PROFESSIONAL LICENSES/MEMBERSHIPS _____

☐ OTHER (BE SPECIFIC) _____

The Bradbury Co., Inc. is an Equal Opportunity Employer. We encourage qualified minority, female, veteran and disabled candidates to apply and be considered for open positions. There will be no discrimination based on race, color, sex (including pregnancy), religion, national origin, age (40 and over), disability, or genetic information (which includes family medical history).

EDUCATION

HIGH SCHOOL ATTENDED _____ CITY, STATE _____

DID YOU GRADUATE OR HAVE YOU RECEIVED A GED? ☐ YES ☐ NO

SCHOOL	NAME, CITY	COURSE OF STUDY	DATES ATTENDED	GRAD?	DIPLOMA/ DEGREE
TRADE OR TECHNICAL SCHOOL					
COLLEGE OR UNIVERSITY					
COLLEGE OR UNIVERSITY					
OTHER					

WORK HISTORY**PRESENT OR MOST RECENT EMPLOYER**

DATES: FROM _____ TO _____ POSITION HELD _____

CO. NAME _____ ADDRESS _____

CITY, STATE, ZIP _____ SALARY OR WAGE \$ _____ PER _____

SUPERVISOR _____ PHONE NO. & EXT. _____

JOB DUTIES _____

SPECIFIC REASON FOR LEAVING _____

YOUR LAST NAME WHILE THERE _____ MAY WE CONTACT FOR REFERENCE? ☐ YES ☐ NO**PREVIOUS EMPLOYER**

DATES: FROM _____ TO _____ POSITION HELD _____

CO. NAME _____ ADDRESS _____

CITY, STATE, ZIP _____ SALARY OR WAGE \$ _____ PER _____

SUPERVISOR _____ PHONE NO. & EXT. _____

JOB DUTIES _____

SPECIFIC REASON FOR LEAVING _____

YOUR LAST NAME WHILE THERE _____ MAY WE CONTACT FOR REFERENCE? ☐ YES ☐ NO

(TURN TO NEXT PAGE)

PREVIOUS EMPLOYER	
DATES: FROM _____ TO _____	POSITION HELD _____
CO. NAME _____	ADDRESS _____
CITY, STATE, ZIP _____	SALARY OR WAGE \$ _____ PER _____
SUPERVISOR _____	PHONE NO. & EXT. _____
JOB DUTIES _____	
SPECIFIC REASON FOR LEAVING _____	
YOUR LAST NAME WHILE THERE _____ MAY WE CONTACT FOR REFERENCE? <input type="checkbox"/> YES <input type="checkbox"/> NO	

PREVIOUS EMPLOYER	
DATES: FROM _____ TO _____	POSITION HELD _____
CO. NAME _____	ADDRESS _____
CITY, STATE, ZIP _____	SALARY OR WAGE \$ _____ PER _____
SUPERVISOR _____	PHONE NO. & EXT. _____
JOB DUTIES _____	
SPECIFIC REASON FOR LEAVING _____	
YOUR LAST NAME WHILE THERE _____ MAY WE CONTACT FOR REFERENCE? <input type="checkbox"/> YES <input type="checkbox"/> NO	

<p>If you wish to describe additional work experience, attach the above information for each position on a separate piece of paper.</p> <p>Explain any gaps in work history: _____</p> <p>_____</p> <p>Have you ever been discharged or asked to resign from a job? __Yes __No</p> <p>If yes, explain: _____</p> <p>_____</p>

I hereby give permission to contact the employers listed above (except otherwise noted) concerning my prior work experience. I understand that an offer of employment may not occur unless verified references can be performed on my work history.

I also understand that if offered employment, I will be required to submit to a drug screen, physical examination and background check after the offer is made.

The facts set forth in my application for employment are true and complete. I understand that if employed, any false statement on this application may result in my dismissal. I further understand that this application is not and is not intended to be a contract of employment, nor does this application obligate the employer in any way if the employer decides to employ me. I understand and agree that employment at The Bradbury Co., Inc. is "at-will" and can be terminated by either party with or without notice at any time and for any or no reason. No one other than an officer 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 and then only in writing signed by an officer.

APPLICANT SIGNATURE _____ DATE _____

The Bradbury Co., Inc., P.O. Box 667, Moundridge, KS 67107 (620) 345-6394 fax--(620) 345-6379

FOR INTERNAL USE ONLY

INTERVIEWS:

OTHER:

FOR INTERNAL USE ONLY

START DATE _____

EMPLOYEE NUMBER _____

POSITION _____ ☐ FULL TIME ☐ PART TIME ☐ 1ST SHIFT ☐ 2ND SHIFT ☐ 3RD SHIFT

DEPARTMENT _____

STARTING PAY _____ PER _____

GRADE _____

% MIDPOINT _____

DRUG SCREEN APPOINTMENT _____

PHYSICAL EXAM APPOINTMENT _____