



www.unioniron.com

Application For Employment

Attention: Human Resource Dept. | Phone: (217) 429-5148
3550 E. Mound Road | Fax: (217) 233-9227
Decatur, IL 62526 | Website: www.Unioniron.com

Applicants with disabilities may request any needed accommodations to complete the application process.

AN EQUAL OPPORTUNITY EMPLOYER We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job related medical condition or handicap, or any other legally protected class.

PERSONAL INFORMATION

Date: Home Phone: () E-mail Address:

Complete Name: Last First Middle

Present Address: Number & Street City State Zip

May we contact you at work? Yes No If yes, please specify work number ()

Are you at least 18 years of age? Yes No (If not, you will be required to obtain a work permit.)

Are you legally eligible for employment in the United States? Yes No (Proof of citizenship or immigration status will be required upon employment.)

Did you sign a non-compete agreement at any of your previous employers? Yes No (If yes, please provide a copy of the non-compete(s) with your application.)

Have you completed a Union Iron Application before? Yes No If yes, when?

Have you ever been employed by Union Iron? Yes No If yes, when? In what position?

Are you able and willing to perform the essential functions of the job for which you are applying? Yes No

If no, indicate reason / explain needed accommodation:

POSITION/ JOB INTEREST

Position (s) applied for:

Status preferred: Full-time OR Part-time and Regular OR Temporary Shift Preference: 1 2 3

Any hours/days that you are unable/unwilling to work?

Date available to begin employment: Rate of Pay Desired:

EMPLOYMENT HISTORY: Please provide your last four (4) employers, starting with most current. Attach additional sheet(s) if you've had more than 4 employers. **Please complete this section in full, as a resume will not suffice for employment verification.**

1 Employer: _____ From: _____/_____/_____^{Month Year} To: _____/_____^{Month Year}
City, State: _____ Telephone Number: _____
Supervisor's Name and Title: _____
Your Job Title: _____ Starting Salary: \$ _____
May We Contact This Employer? Yes No Ending Salary: \$ _____
Primary Responsibilities: _____

Reason for leaving or considering it: Quit Discharged Retired Laid off Please explain why? _____

2 Employer: _____ From: _____/_____/_____^{Month Year} To: _____/_____^{Month Year}
City, State: _____ Telephone Number: _____
Supervisor's Name and Title: _____
Your Job Title: _____ Starting Salary: \$ _____
May We Contact This Employer? Yes No Ending Salary: \$ _____
Primary Responsibilities: _____

Reason for leaving: Quit Discharged Retired Laid off Please explain why? _____

3 Employer: _____ From: _____/_____/_____^{Month Year} To: _____/_____^{Month Year}
City, State: _____ Telephone Number: _____
Supervisor's Name and Title: _____
Your Job Title: _____ Starting Salary: \$ _____
May We Contact This Employer? Yes No Ending Salary: \$ _____
Primary Responsibilities: _____

Reason for leaving: Quit Discharged Retired Laid off Please explain why? _____

4 Employer: _____ From: _____/_____/_____^{Month Year} To: _____/_____^{Month Year}
City, State: _____ Telephone Number: _____
Supervisor's Name and Title: _____
Your Job Title: _____ Starting Salary: \$ _____
May We Contact This Employer? Yes No Ending Salary: \$ _____
Primary Responsibilities: _____

Reason for leaving: Quit Discharged Retired Laid off Please explain why? _____

To Be Read and Signed By Applicant

I HEREBY CERTIFY that the answers given by me on this application are true and correct. I hereby authorize the employers, schools, and persons named in this application to give any information requested regarding my employability, character, and qualifications and release them from all liability for any damages for issuing this information. It is understood and agreed that any misrepresentation, false statements or omissions by me in this application will be sufficient reason for rejection of my application or for dismissal at any time during my employment, without liability to the company. I also understand that including extraneous information not requested on this application will be sufficient reason for its rejection.

I have read, understand and agree to the above statement. (Please initial here). _____

I further understand that no representative of the company has the authority to enter into any agreement for employment for any specified period of time and that this company is not guaranteeing employment for anyone. No employment contract is created by virtue of my being hired by this company. Union Iron is an at-will employer.

I have read, understand and agree to the above statement. (Please initial here). _____

I understand that this application will remain on file for 30 days for consideration. After 30 days, if I am still interested in a position with this company, it will be necessary for me to complete a new application form.

I have read, understand and agree to the above statement. (Please initial here). _____

I understand that if hired, I may be required to take a drug and alcohol-screening test to determine compliance with this company's drug and alcohol policy. I understand that this company is committed to maintaining a safe, healthy, and efficient working environment for its employees and customers by creating a drug-free and crime-free workplace. I am aware that the company may require my signature on a confidentiality and/or non-compete agreement as part of the hiring process. In addition, I am aware that the company may complete a criminal and traffic background check and/or credit check.

I have read, understand and agree to the above statement. (Please initial here). _____

I have completely and accurately provided information for all areas of this application. I understand that my failure to do so will disqualify me from consideration.

I have read, understand and agree to the above statement. (Please initial here). _____

Signature of Applicant

Date



Union Iron is a drug-free workplace.

Thank you for your interest in employment with us.



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Authorization for a Criminal Background Investigation

In being considered for employment, or from time to time as a condition of continued employment, Union Iron and/or any or all of its affiliates, or subsidiaries may request that an investigative report be prepared, which may include information as to police record and employment references. You have the right to request that Union Iron completely and accurately disclose to you the nature and scope of any such investigation if one is obtained. Such a request must be made in writing to the Human Resource Department of Union Iron within a reasonable time after you complete an employment application or are notified that such a report has been obtained.

Union Iron requires background investigations of our employees. Should you have a criminal conviction or a pending charge involving a breach of trust or dishonest act prior to or during your employment with Union Iron, the Company may be required to suspend or terminate your employment pursuant to Federal and State regulations. If you have any concerns with regard to these matters, our preference is to discuss them prior to employment; however should such a matter arise after employment has begun, please contact us as soon thereafter as practical.

I hereby give my consent to Union Iron, to which I am applying for employment, or by which I am employed, to investigate any past criminal history I may have. I understand that if a criminal record is discovered, Union Iron has the right to act on the results of such an investigation in accordance with applicable law. This consent shall continue to be in effect unless and until such time as I revoke it. Such revocation must be done in writing to the Human Resource Department of Union Iron.

(Please Print) Last, First Name, Middle

Social Security Number

Street Address

Driver License / State ID Number

City, State, Zip

List states lived in last 10 years

Name (Signature)

Date

For purposes of verifying your application and background information, please indicate if you have been known by a different name (maiden name, etc.): _____

<i>Internal Use Only</i>		
_____ Position Applied For	_____ Date Received/Sent	_____ Check Ran By