

# FORMOST FUJI CORPORATION

19211 144<sup>th</sup> Avenue NE • Woodinville, Washington 98072-8421 • PHONE (425) 483-9090 • FAX (425) 486-5656 • <http://www.formostfuji.com>

## APPLICATION FOR EMPLOYMENT

**Instructions:** This application must be filled out completely and signed in order to be considered. You are encouraged to attach a resume and letter of interest. Applicants who are selected for interviews will be contacted by phone within two weeks of receipt of application materials. This application will remain in active status for 30 days.

Date: \_\_\_\_\_

Position title as advertised: \_\_\_\_\_

### Personal Data

Name		How did you learn about the position?	
Street Address		<input type="checkbox"/> Seattle Times/PI/NWClassifieds	<input type="checkbox"/> Formost Employee
City, State, ZIP Code		<input type="checkbox"/> The Herald/Wdnvl Weekly	<input type="checkbox"/> Web Page
		<input type="checkbox"/> WorkSource	<input type="checkbox"/> Walk-in
		<input type="checkbox"/> Employment Agency	<input type="checkbox"/> Other _____
Home Telephone ( )	Business Telephone ( )	Mobile Telephone ( )	
List other names under which you have attended school, been employed, or been known by:			

**EOE Statement:** It is the policy and intent of Formost Packaging Machines, Inc. to comply with all federal, state and local nondiscrimination laws, including, but not limited to, those prohibiting discrimination on the basis of race, creed, color, sex, age, religion, place of national origin, veteran status or disability. This policy extends to all employees and applicants for employment and all aspects of the employment relationship including recruitment, hiring, promotion, transfer, training, compensation and benefits. Each supervisor is directed to take such action as may be necessary to ensure the continued implementation of the policy of employment or advancement on the basis of individual merit. All personnel will carry out the spirit and intent of this policy.

### List Additional Skills/Interest that would contribute to the position you are applying for.

:	
Comments:	

**Employment Record** List present or most recent experience first. *Statements such as “see resume” do not substitute for completing any portion of the application.* Attach additional sheets as necessary.

Title	Duties	
Firm Name		
Street Address		
City	State	ZIP
Supervisor's Name	Supervisor's Telephone ( )	Starting Salary                      Ending salary
Dates of Employment (Mo/Yr—Mo/Yr)	Reason for leaving	
Title	Duties	
Firm Name		
Street Address		
City	State	ZIP
Supervisor's Name	Supervisor's Telephone ( )	Starting Salary                      Ending salary
Dates of Employment (Mo/Yr—Mo/Yr)	Reason for leaving	
Title	Duties	
Firm Name		
Street Address		
City	State	ZIP
Supervisor's Name	Supervisor's Telephone ( )	Starting Salary                      Ending salary
Dates of Employment (Mo/Yr—Mo/Yr)	Reason for leaving	
Title	Duties	
Firm Name		
Street Address		
City	State	ZIP
Supervisor's Name	Supervisor's Telephone ( )	Starting Salary                      Ending salary
Dates of Employment (Mo/Yr—Mo/Yr)	Reason for leaving	

<b>Professional References</b>			
Name	Address	Telephone Number ( )	Official Position
Name	Address	Telephone Number ( )	Official Position
Name	Address	Telephone Number ( )	Official Position

<b>Licenses and Certificates</b> List your professional licenses, permits, and certificates, including First Aid and CPR.				
License	Type	State	Effective Date	Expiration Date
License	Type	State	Effective Date	Expiration Date
License	Type	State	Effective Date	Expiration Date

<b>Education</b>	
Have you graduated from high school or received a GED certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name of High School _____	City, State, ZIP _____

Type of School	Name of School	Street Address City, State, ZIP	Degree or Diploma	Subjects Studied
Community or Technical College				
College or University (undergraduate)				
College or University (graduate)				
Other School				

## Office Equipment / Computer Skills/Mechanical

Computer Operating Systems	Typing / Word Processing	Computer Software	Other Equipment
<input type="checkbox"/> Windows <input type="checkbox"/> Windows XP <input type="checkbox"/> Macintosh <input type="checkbox"/> Other (list)	Keyboard speed: _____	<input type="checkbox"/> Word <input type="checkbox"/> Excel <input type="checkbox"/> Access <input type="checkbox"/> PowerPoint <input type="checkbox"/> AutoCAD <input type="checkbox"/> RS Logix <input type="checkbox"/> SolidWorks <input type="checkbox"/> Other (list)	<input type="checkbox"/> Copiers <input type="checkbox"/> Fax <input type="checkbox"/> Ten-key SPM _____ <input type="checkbox"/> Multi-line phone <input type="checkbox"/> Other (list)

### Other Information

Have you been convicted of a crime or released from prison within the last ten years? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list each crime and the date of conviction. <i>Conviction does not necessarily bar you from employment.</i>	Will you be able to perform the essential functions of the job, with or without reasonable accommodation? <input type="checkbox"/> Yes <input type="checkbox"/> No  Date you are able to start work _____  Pay Expected \$ _____ per _____
May we contact your current employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	

### Applicant's Certification and Agreement

***Please read carefully***

I hereby certify that the information provided in this application and in any accompanying materials is true and complete, and that there is no misrepresentation or falsification in any of the statements or answers to questions. I agree that if investigation discloses any misrepresentation or falsification, such disclosure will constitute grounds for rejection of application or immediate dismissal from employment.

I hereby consent to and authorize any of my former employers to furnish any and all relevant information concerning my previous employment record. In addition, I consent to and authorize the educational institutions that I attended to furnish any and all relevant information concerning my educational background.

I release all parties concerned with any request for information from all claims, liability, and damages for whatever reason arising out of furnishing this information.

**I have read and understand all information on this application.**

Printed Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

I understand and agree that my employment and compensation may be terminated at any time without prior notice, with or without cause, at the option of the company or myself, and understand that no representative of the company, other than the President, has authority to enter into any agreement contrary to the foregoing.

I understand all company property must be returned and any indebtedness to the company must be paid on or before my last day of work. I authorize the company to deduct from my final paycheck an amount necessary to satisfy any unpaid obligation.

I understand that my employment is contingent upon providing proof of employment eligibility and identity and I will present the necessary documents when asked.

A photocopy of this release shall have the same effect as the original.