

Harbor Island Machine Works, Inc.

Attention: Personnel Manager
3431 11th Avenue S.W., Seattle, WA 98134
(206) 682-7637 Fax: (206) 623-6011
AN EQUAL OPPORTUNITY EMPLOYER

INSTRUCTIONS: Answer Each Question Completely. All Information Will Be Held in Confidence.
(PRINT IN INK) If Employed, This Will Be a Part of Your Permanent Record.
Please print and mail (to the address above) or fax (206-623-6011) application to us.
PLEASE DO NOT E-MAIL.

Name _____ Social Security No. _____
LAST FIRST MIDDLE

Present Address _____
STREET CITY STATE ZIP

Telephone: Day: _____ Evening: _____ Cell: _____

In Case of Emergency, Notify:

NAME ADDRESS TELEPHONE RELATIONSHIP

Can You Provide Proof of Citizenship, U.S. Military
Visa or Alien Registration Number? Yes ___ No ___ Service? Yes ___ No ___

How Did You Hear of This Firm? _____

EDUCATION

Name of Last School Attended _____

Address of Above School _____

Circle Highest Grade Completed:

Elementary- 1 2 3 4 5 6 7 8 Highschool- 1 2 3 4 College- 1 2 3 4 5 6

Date Left _____ Degree Received _____

Special Courses of Study or Training _____

POSITION

Position Applied for: 1. _____ 2. _____ 3. _____

Minimum Salary Expected _____

Apprenticeship Served: _____

Did you Complete the Apprenticeship? Yes ___ No ___

What Trade Have You Followed? _____
 Machines Which You Prefer to Operate: _____
 Would You Accept a Supervisory Position? Yes ____ No ____
 Do You Have Your Own Tools? _____ Estimated Value of Your Tools: _____

EMPLOYMENT HISTORY

Begin with your most recent job and account for every employment period, including military service, part-time jobs, short-time jobs and periods of self employment and unemployment.

EMPLOYER'S NAME & ADDRESS	SALARY	POSITION & DUTIES	DATES EMPLOYED		REASON FOR LEAVING
			MONTH	YEAR	
			FROM		
			TO		
			FROM		
			TO		
			FROM		
			TO		
			FROM		
			TO		
			FROM		
			TO		
			FROM		
			TO		
			FROM		
			TO		

PERSONAL

Circle Hours You Will Be Able to Work: Any Shift Any Hours Overtime Out of Town

Do You Believe You Are Capable of Performing "The Essential Functions of The Job" For Which You Are Applying? Yes ____ No ____

If You Answered "No" To The Above Question, Is There An Accommodation We Could Make That Would Allow You To Successfully Perform The Essential Functions Of the Job?

Do You Have An Active Driver's License? Yes ____ No ____

Have You Ever Been Bonded? Yes ____ No ____

If Yes, on What Job(s)? _____

Professional Or Technical Organizations To Which You Belong:

May We Contact Your Present or Previous Employer Prior To Completion Of

Employment Negotiations? Yes ____ No ____ If No, Explain:

Hobbies and Interests: _____

REFERENCES

PERSONAL REFERENCES - DO NOT NAME FORMER EMPLOYERS OR RELATIVES

NAME	BUSINESS OR OCCUPATION	ADDRESS	PHONE
------	------------------------	---------	-------

PLEASE READ EACH OF THE FOLLOWING ITEMS BEFORE SIGNING AND DATING THIS APPLICATION

1. I hereby certify that there are no willful misrepresentations in, omissions in or falsifications of the above statements and answers. I am aware that should investigation disclose misrepresentations, omissions or falsifications such disclosures will constitute grounds for immediate dismissal if I am employed by the Company and will automatically bar me from employment with the Company if I am not at that time an employee of the Company.
2. I hereby authorize the Company to investigate information concerning my previous employment and education. I further authorize those persons and companies referenced above to provide information to the Company, and I hereby release such parties from all liability for any damage that may result from furnishing such information.
3. I understand and agree that if I am employed by the Company, 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 that no representative of the Company, other than the President, has authority to enter into any agreement contrary to the foregoing.

SIGNATURE _____ Date _____

Date Available for Work _____

For Internal use:

Interviewed By _____ Date _____

Remarks: _____

Date Hired

Job Position

Starting Pay