



CONCORD

Road Equipment Mfg., Inc.

APPLICATION FOR EMPLOYMENT

As an equal opportunity employer, Concord Road Equipment recruits and selects individuals for employment without regard to race, color, national origin or ancestry, gender, marital and/or parental status, age, religion, disability, veteran status, or any other legally protected status.

Application Date: _____

First Name: _____ Last Name: _____ MI: _____
 Street Address: _____ City: _____ State: _____ Zip: _____
 Home Phone: _____ Cell Phone: _____ Best time to contact you: _____

Position(s) Applied For:

- Welder/Fitter Finish Welder Machine Operator (Press Brake, CNC, Shear, etc.) Painter Material Handling
 Installation Technician (Truck) Receptionist Clerical Drafter/Detailer Design Engineer Sales
 Managerial Professional (Specify) _____ Other (Specify) _____

- Have you ever completed an application with us before? Yes No
 If yes, give approximate date: _____
 Have you ever been employed with us before? Yes No
 If yes, give approximate months/years: _____ to _____
 Do any of your friends or relatives work for Concord Road Equipment? Yes No
 If yes, give name(s) and relationship: _____
 Are you a United States citizen or do you have a legal ability to work in the United States? Yes No
 Proof of citizenship or immigration status will be required upon offer of employment
 Are you currently employed? Yes No
 If yes, may we contact your current employer? Yes No
 Are you currently on a lay-off status and subject to a possible recall? Yes No
 Can you travel if your job requires it? Yes No

- Availability to work:** Date available to start: _____ Desired wage / salary: \$ _____
- Full Time Please indicate available shifts: 1st 2nd 3rd
 Part Time Please indicate available times: Mon Tue Wed Thu Fri Sat Sun Times: _____ to _____
 Temporary Please indicate available dates: _____ to _____
 On Call

Please indicate highest completed in each education category:

- High School: _____ Diploma or GED? Yes No
 College: _____ Years 1 2 3 4 Degree? Yes No
 Major course of study: _____
 Graduate School: _____ Years 1 2 3 4 5 6
 Other training (specify): _____

EMPLOYMENT HISTORY - Please provide information about your previous ten (10) years of employment beginning with the most recent. If applicable, please indicate periods of unemployment, service in the armed forces, or volunteer activities. **If additional space is required, please request an additional sheet.**

Dates of Employment	Most Recent Employer	Job Title
_____ to _____	Address	Supervisor
<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time May we contact: <input type="checkbox"/> Yes	Phone	Final Salary \$ <input type="checkbox"/> Hour <input type="checkbox"/> Week <input type="checkbox"/> Year
	Reason for Leaving	
	Major Duties: _____	
Dates of Employment	Previous Employer	Job Title
_____ to _____	Address	Supervisor
<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time May we contact: <input type="checkbox"/> Yes	Phone	Final Salary \$ <input type="checkbox"/> Hour <input type="checkbox"/> Week <input type="checkbox"/> Year
	Reason for Leaving	
	Major Duties: _____	
Dates of Employment	Previous Employer	Job Title
_____ to _____	Address	Supervisor
<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time May we contact: <input type="checkbox"/> Yes	Phone	Final Salary \$ <input type="checkbox"/> Hour <input type="checkbox"/> Week <input type="checkbox"/> Year
	Reason for Leaving	
	Major Duties: _____	
Dates of Employment	Previous Employer	Job Title
_____ to _____	Address	Supervisor
<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time May we contact: <input type="checkbox"/> Yes	Phone	Final Salary \$ <input type="checkbox"/> Hour <input type="checkbox"/> Week <input type="checkbox"/> Year
	Reason for Leaving	
	Major Duties: _____	

Additional Information – Use this section to describe any additional specialized skills and or abilities that would aid you in meeting the qualifications for the position that you would like to add for consideration.

General Job-Relevant Information: _____

Tools, Equipment, Machinery, Computer Hardware / Software etc: _____

REFERENCES - List three professional / work references from positions held within the last ten years.

Name		Affiliation	
Company		Title / Position	
Phone		Address	
Email Address		Years Known	
Name		Affiliation	
Company		Title / Position	
Phone		Address	
Email Address		Years Known	
Name		Affiliation	
Company		Title / Position	
Phone		Address	
Email Address		Years Known	

The position you are applying for may require a standard driver's license or a commercial driver's license to perform the essential duties of the job, please answer the following:

Do you currently have a valid standard Ohio driver's license? Yes No

Do you currently have a valid Ohio commercial driver's license? Yes No

If yes, which type (circle one): A B C

Endorsements: Hazmat Tanker Double/Triple Passenger School Bus

Do you currently or have you had, in the last five (5) years, a driver's license from another state? Yes No

If yes, in which state: _____

Has your driver's license been suspended or revoked within the last five (5) years? Yes No

Have you had any traffic violations or accidents in the past five (5) years? Yes No

If yes, please describe: _____

Have you been convicted of a crime significant to the position for which you are applying? Yes No

Have you been convicted of a felony of any nature and/or a misdemeanor of violence or moral depravity? Yes No

If you answered "Yes" to either of the above questions, please explain:

A conviction record will not necessarily bar employment. Factors such as your age at the time of the crime, seriousness of the crime, and nature of the crime in relation to the position are taken into consideration.

How did you learn about us:

- Advertisement Current/Past Employee: _____ Friend/Relative: _____
 Employment Agency: _____ Other: _____

Applicant's Authorization and Agreement

I certify that the facts provided on this application or on any accompanying resume are true and complete to the best of my knowledge. I understand that any omission, misrepresentation or falsification of provided information is sufficient cause for rejection of my application or termination of my employment no matter when discovered by the Company.

I understand that any offer of employment is conditional upon proof of legal authorization to work in the United States as required by the Immigration Reform and Control Act of 1986.

I understand that Concord Road Equipment is a drug free workplace and that upon any offer of employment I agree to submit to a pre-employment drug screen. I understand that the results will unconditionally determine my eligibility for employment. If employed, I also agree to submit to a medical examination, alcohol test or drug screen at any time deemed appropriate by the Company and as permitted by law. I consent to the results of such examinations or tests to be disclosed to the Company by the examining physician(s). I understand that my employment or continued employment, to the extent permitted by law, is contingent upon results disclosed to the Company from any medical examination, alcohol test or drug screen.

I understand that any employment is contingent upon the review of my personal background information including but not limited to verification of education, investigation of present and past employment, and review of any existing criminal records. I authorize my former employers and references to disclose information about my former employment, character, and general reputation to Concord Road Equipment without prior notice of such disclosure. In addition, I release the Company, any former employers and all references listed above from any and all claims, demands, or liabilities that develop out of such investigation or disclosure.

I consent to the Company obtaining a Driver's Abstract Report from the state in which I have held a standard or commercial driver's license in the past five years if driving is an essential function of the position. I understand that I may be considered ineligible for employment if my driving record does not meet the standards of Concord Road Equipment and/or its insurer. I release Concord Road Equipment and its representatives from liability for seeking such information and all sources for furnishing such information.

I understand that completing this form does not indicate that a position is available and does not obligate the Company to hire. If hired, I agree to abide by all Company work rules, policies and procedures. I further understand that the Company retains the right to revise its policies or procedures, in whole or in part, at any time.

By signing below, I certify that I have read and agree with the above statements.

Applicant Signature _____ Date _____

**Please direct any questions and / or completed applications to:
Concord Road Equipment Mfg., Inc. ATTN: Human Resources
348 Chester Street, Painesville, Ohio 44077
Phone: (440) 357-5344
Fax: (440) 357-6065
Email: Jobs@concordroadequipment.com**