



ECONSTEEL SUPPLY
 1301 CRANBERRY STREET
 ERIE, PA. 16501
 (814) 453 4969

ECONSTEEL SUPPLY APPLICATION FOR EMPLOYMENT

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

(PLEASE PRINT)

Position(s) Applied For	Date of Application	
How did you Learn about us?		
<input type="checkbox"/> Advertisement	<input type="checkbox"/> Friend	<input type="checkbox"/> Walk-In
<input type="checkbox"/> Employment Agency	<input type="checkbox"/> Relative	<input type="checkbox"/> Other _____

Last Name	First Name	Middle Name		
Address: Number	Street	City	State	Zip Code
Phone Number	email	Social Security Number - -		

If you are under 18 years of Age, can you provide required proof of eligibility to work? YES NO

Have you ever filed and application with us before? YES NO
 If yes, provide approximate date: _____

Have you ever been employed with us before? YES NO
 If yes, provide approximate dates: _____

Are you currently employed? YES NO

May we contact your present employer? YES NO

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? YES NO

Proof of Citizenship or Immigration Status will be Required upon Employment.

On what date would you be available for work? _____

State any Restrictions you would have for Working Hours. _____

Are you currently on "Lay-Off" Status and subject to Recall? YES NO

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Can you travel if required for Job?

YES
 NO

Have you been convicted of a felony within the last 7 years?

Conviction will not necessarily disqualify an applicant from Employment.

YES
 NO

If Yes, Please provide Details: _____

Highest level of High School Education: _____ Grade Completed: _____

College or Trade School Degree(s): _____ Degree: _____

Date Completed: _____

Describe Course Studies: _____

Describe any Specialized Training, Apprenticeship or Other Skills: _____

State any other Information you feel may be helpful to us in considering your Application:

Please indicate any foreign languages you can Speak, Read and/or Write:

Speak:
Read:
Write

	FLUENT	GOOD	FAIR
Speak:			
Read:			
Write:			

List Professional, Trade, Business or Civic Activities and Offices held.

You may, if you wish, exclude memberships which would reveal sex, religion, national origin, age, ancestry, sexual orientation, handicap or other protected status.

References

Give name, address and phone number of three references who are not related to you.

1) _____

2) _____

3) _____

Are you physically or otherwise unable to perform the duties of the job for which you are applying?

YES
 NO

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Employment History

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude, if you wish, organizations which indicate race, color, religion, gender, national origin, sexual orientation, handicap or other protected status.

1)

Employer	Dates Employed (from/to)	Work Performed
Location	Job Title	Supervisor
Reason for Leaving		

2)

Employer	Dates Employed (from/to)	Work Performed
Location	Job Title	Supervisor
Reason for Leaving		

3)

Employer	Dates Employed (from/to)	Work Performed
Location	Job Title	Supervisor
Reason for Leaving		

4)

Employer	Dates Employed (from/to)	Work Performed
Location	Job Title	Supervisor
Reason for Leaving		

If you need additional space please continue on back.

Special Skills and Qualifications

Summarize any special job-related skills and qualifications acquired from employment or other experiences.

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Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at this time

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the employee may resign at any time and employer may discharge employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules, regulations, Policies and Procedures of the employer. I further understand that I will be subject to a pre-employment drug screening and physical examination for pre-existing conditions and a 7 year criminal background check.

Signature of Applicant

date

THE FOLLOWING IS FOR ECONSTEEL INTERNAL USE ONLY

Arrange Interview Yes No *state reason(s) below*

Date / Time: _____

Hired Yes No *state reason(s) below*

Department: _____
 Position: _____
 Start Date: _____
 Hourly Rate: _____
 By: _____
 Title: _____
 Date: _____

Notes:

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