



NORTHWOODS MANUFACTURING INC.

HEAVY METAL FABRICATORS

POSITION APPLIED FOR

Position Title	Years of experience in this field	Social Security # (To be filled out at time of hire.)
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PERSONAL INFORMATION

Name (Last, First, Middle Initial)			
Address (Street, City, State, Zip Code)			
Home Phone #	Cell Phone #	Work Phone #	E-mail Address
Name of someone who knows how to contact you if your address changes		Contact's Phone #	Contact's (relationship to you)
How did you find out about this job opening?			
<input type="checkbox"/> Web Page (identify) _____		<input type="checkbox"/> Newspaper/Journal Ad (identify) _____	
<input type="checkbox"/> Referral		<input type="checkbox"/> Job Service/Michigan works	
<input type="checkbox"/> Other (Please Explain) _____			
Are you authorized to work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If employed, you must show documents that prove your identity and employment eligibility as required by the Immigration Reform and Control Act of 1986.</i>			
Are you in any way related to a Employee of Northwoods Mfg ? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, indicate the individual's name, relationship and department.</i>			
Minimum Acceptable Salary?		Date Available for Employment?	

EDUCATION – List most recent first (Use supplemental sheet if necessary)

Name of Trade, Tech School, or College	Advisor	Date Attended		Type of Degree	Permits /Licenses	Year
		From	To			
Hours beyond last degree			Subject Concentration			

PROFESSIONAL & COMMUNITY INVOLVEMENT – List most relevant (Use supplemental sheet if necessary)

Name of Organization	Position or Type of Activity	Duration of Involvement From To	Awards/ Recognition Received	Reason for Ending Involve ment

EMPLOYMENT HISTORY – List all employment including military and volunteer service *starting with the most current position held*. Show employment history for at least 10 years or from the time you left school. Explain gaps in employment history. You may attach a resume, ***but you must complete the employment section***. This information will be used in reference checks. Failure to answer all items in the following section may eliminate you from further consideration.

Dates Employed (month/year) From: To:		Position Title	
Salary Start: \$ /Month	Final: \$ /Month	Organization Name/Address	
<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time, hrs/wk			
May we contact for references <input type="checkbox"/> Yes <input type="checkbox"/> No		Supervisor's Name/Title/Phone:	Reason For Leaving:
Duties:			
Dates Employed (month/year) From: To:		Position Title	
Salary Start: \$ /Month	Final: \$ /Month	Organization Name/Address	
<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time, hrs/wk			
May we contact for references <input type="checkbox"/> Yes <input type="checkbox"/> No		Supervisor's Name/Title/Phone:	Reason For Leaving:
Duties:			

Dates Employed (month/year)		Position Title	
From:	To:		
Salary	Organization Name/Address		
Start: \$	Final: \$	/Month	
/Month			
<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time, hrs/wk		
May we contact for references		Supervisor's Name/Title/Phone:	Reason For Leaving:
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Duties:			
Dates Employed (month/year)		Position Title	
From:	To:		
Salary	Organization Name/Address		
Start: \$	Final: \$	/Month	
/Month			
<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time, hrs/wk		
May we contact for references		Supervisor's Name/Title/Phone:	Reason For Leaving:
<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Duties:			

REFERENCES – At minimum, list current supervisor and/or academic Advisor and two professional/academic references. In addition to work references indicated in the employment history section, the following references may be contacted.'

Name	Type of reference	Occupation	Street and City address, zip	Phone/Cell/E-mail

In the box below, please briefly list other information about your professional background and career goals which could be pertinent to an employment decision.

Personal Qualities List a few things about your self that you feel make you the type of person we are looking for.

Abilities In some lines of work you may be asked to lift up to 50lbs a few times a day or 30lbs 50 times a day you may be expected to bend, stoop, climb, or be on your feet all day. Are you physically able to preform the job you are applying for and what do you believe you will physically be doing.

If you were employed with this company are you able to work, **fill in all that apply** () overtime as needed with notice a day in advance. () as needed no notice. () Saturday twice a month. () Saturday as needed. () No Saturday () Very little overtime.

Explain _____

TRANSPORTATION

Check the box () have a vehicle and drive () live close to work and walk () will find a ride () Have a way to work

Mail, email or fax the signed application, letter of intent, current resume and copies of academic coursework to:

**Northwoods Mfg Inc.
850 East Blvd.
Kingsford MI, 49802**

For more information, contact us:

Telephone: 906-779-2370

PLEASE READ CAREFULLY AND SIGN - I certify that the above statements are correct. I understand that any false information (or omissions) in this application, or its supporting documents, will be sufficient grounds for refusal to hire me or termination without notice. I agree that all rules, orders, and regulations affecting my employment shall constitute a part of my appointment or employment.

Applicant's Signature _____ Date _____

NOTICE OF NONDISCRIMINATION - Per Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, Northwoods Mfg. does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, age, disability, sexual orientation or status as disabled veteran or veteran of the Vietnam Era.

Please Read Carefully And Sign

At-will Relationship I am aware that If I am offered a position with this company, I will be employed at will and my employment may be terminated by me or the company at any time, With or without cause or notice. I understand no person other then the company President or Vice President has the authority to enter into any agreement for employment for any special period of time or to make any agreement signed by both myself and the president.

Release of records The company may obtain a consumer report in connection with your application for employment or at any time during your employment this report my include information about your education, employment, history, criminal record, credit history, and driving record among other things. Your signature below authorizes the company to obtain such a report. Under the fair Credit Reporting Act you are entitled to a copy of such report, should the company take adverse action against you based on the report. I understand fully that I must pass a required **pre-employment drug screening and physical**. I understand that Northwoods holds the right to terminate the employee/employer relationship based on the results of these test. I understand that I will be responsible for any cost that may be accumulated by these tests if I fail any of the tests. I understand that the standards of the tests are set by the Dickinson Occupational Clinic and do not reflect Northwoods Mfg. in anyway.

Applicant's Signature _____ Date _____