



Application for Employment

J.T. Precision, Inc. is an Equal Opportunity Employer committed to excellence through diversity. The company provides equal employment opportunity to all applicants and employees without regard to veteran status, race, creed, color, national origin, sexual orientation, sex, gender identity, age, disability, genetic predisposition or carrier status, marital status, domestic violence victim status, familial status and any other status protected by law.

PLEASE PRINT. Complete the entire application. You may attach a resume, but you must still complete all questions; or your application will be deemed incomplete and may not be considered. Please fill out each box (don't just indicate "See Resume.")

Position Applying For:	Name (Last, First, Middle):		Other names under which you have attended school or been employed:
Street Address:		City, State & Zip:	
Home Phone:	Work Phone:	Cell Phone:	
Are you eligible to work in the United States?	Yes	No	
Are you 18 years of age or older?	Yes	No	
Have you ever been employed by this company before?	Yes	No	If YES, dates of employment & reason for leaving:
Are you related to any current company employee?	Yes	No	If YES, their name & their relationship to you?
If required for position, do you have a valid driver's license?	Yes	No	If YES, State of issuance, license #, and expiration date:
How did you learn about this employment opportunity? Check all that apply:			
Job Bulletin (Posting) /Walk-in	Dept. of Labor	Website	
Referral by employee	Other:		

EDUCATION

Name of School	City/State	Did you graduate?	If No, # of years left to graduate	Degree received	Major
High School:		Yes No			
GED:		Yes No			
College:		Yes No			
Trade School:		Yes No			
Other credentials/ licenses/ professional affiliations, etc., which are relevant to the job(s) for which you are applying.					

SKILLS: Please list technical skills, clerical skills, trade skills, etc., relevant to this position. Include relevant computer systems and software packages of which you have a working knowledge, and note your level of proficiency (basic, intermediate, expert)

WORK EXPERIENCE- Please detail your entire work history. Begin with your current or most recent employer. If you held multiple positions with the same organization, detail each position separately. Attach additional sheets if necessary. Omission of prior employment may be considered falsification of information. Please explain any gaps in employment. Include full-time military or volunteer commitments.

PLEASE DO NOT complete this information with the notation “See Resume.”

PLEASE NOTE: J.T. Precision, Inc. reserves the right to contact all current and former employers for reference information.

Dates Employed (most recent position) From: To	Full time Part-time If part-time, # hrs./wk:	Title:
Starting Salary:	Organization Name and Address:	
Final Salary:		
Supervisor’s Name, Title and Phone # / e-mail:	Other Reference Name, Title and Phone # / e-mail:	Contact my current references: At any time Only if I am a finalist candidate

Primary duties:		Reason for Leaving:
Dates Employed (most recent position) From: To	Full time Part-time If part-time, # hrs./wk:	Title:
Starting Salary:	Organization Name and Address:	
Final Salary:		
Supervisor's Name, Title and Phone # / e-mail:	Other Reference Name, Title and Phone # / e-mail:	Contact my current references: At any time Only if I am a finalist candidate
Primary duties:		Reason for Leaving:

PLEASE READ CAREFULLY AND SIGN THAT YOU UNDERSTAND AND ACCEPT THIS INFORMATION.

I certify that the information on this application and its supporting documents is accurate and complete. I understand and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. I authorize J.T. Precision, Inc. to investigate, without liability, all statements contained in this application and supporting materials. I authorize references and former employers, without liability, to make full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a physical exam, criminal and credit background investigation, and/or screening for illegal substances upon conditional offer of employment. I understand that this document is NOT an offer of employment, and that an offer of employment, if tendered, does NOT constitute a contract for continued guaranteed employment.

I understand that employees of J.T. Precision, Inc. serve at-will, and the employment relationship may be terminated at any time by either party, or any or no reason, other than a reason prohibited by law.

Applicant Signature: _____ Date: _____