

Application for Employment

AM Solutions

100 Interstate Blvd.
Edgerton, WI 53534-9399



We are an equal opportunity employer and consider applicants for all positions without regard to race, religion, color, gender, creed, age, national origin, disability, marital status, veteran status, or any other legally protected status.

Date of Application _____

Name _____
Last First MI

Address _____
Street City State Zip Code

Telephone # () _____ Cell # () _____

How did you learn about us?

- Advertisement Relative Employment Agency Friend Company Website
 Other _____

Position applied for _____

Best time to contact you? _____ A.M. P.M. (please circle) May we contact you at work?

- Yes No

If yes, what is your work contact number? _____ Best time to call? _____ A.M. P.M.

Have you ever filed an application with AM Solutions before? Yes No

If yes, how long ago? _____

If you are under 18 years old and it is required, can you furnish a work permit? Yes No

Do any of your friends or family currently work here? Yes No _____
Name

Are you currently employed? Yes No May we contact your present employer? Yes No

When would you be available to work? _____ What is your desired salary or hourly wage? _____

Are you legally eligible for employment in this country? Yes No

Proof of citizenship or immigration status (I-9 form) will be required upon employment.

Are you available to work Full Time Part Time What Shift are you interested in? 1st 2nd

Would you be willing to work overtime if required? Yes No

Do you have access to a vehicle? Yes No (For some positions a vehicle is required)

Are you currently on "Lay-off" Status? Yes No If So, Please explain _____

Do you currently have any pending criminal charges against you, or have you ever been convicted of, pleaded guilty or no contest to: been placed on probation, fined, imprisoned or incarcerated, or paroled for any offense (e.g., felony, misdemeanor, ordinance violation or forfeiture), other than minor traffic violations? Yes No If your answer is yes, please explain the circumstances for each charge or offense. (Use a separate sheet if needed.) _____

(Note: A pending charge or conviction will not automatically bar you from employment.)

Work History

Provide a complete description of your work history. Start with your current (or most recent) job and **include all employment**, including part-time, temporary, or short-term employment, as well as time spent in the military services. **For each position listed, specifically describe your job duties and your reason for leaving. Explain any gaps in employment.** Attach additional pages if necessary.

1. Employer: _____

Address: _____

Phone Number: _____

Dates of Employment: _____ Hourly Rate/Salary: _____

Job Title: _____ Supervisor's Name (please print): _____

Work performed and job responsibilities: _____

Reason for leaving: _____

2. Employer: _____

Address: _____

Phone Number: _____

Dates of Employment: _____ Hourly Rate/Salary: _____

Job Title: _____ Supervisor's Name (please print): _____

Work performed and job responsibilities: _____

Reason for leaving: _____

3. Employer: _____

Address: _____

Phone Number: _____

Dates of Employment: _____ Hourly Rate/Salary: _____

Job Title: _____ Supervisor's Name (please print): _____

Work performed and job responsibilities: _____

Reason for leaving: _____

4. Employer: _____

Address: _____

Phone Number: _____

Dates of Employment: _____ Hourly Rate/Salary: _____

Job Title: _____ Supervisor's Name (please print): _____

Work performed and job responsibilities: _____

Reason for leaving: _____

Education

High School

Name _____ Address _____

Circle Highest Year Completed 9 10 11 12 Diploma Yes No

Tech School

Name _____ Address _____

Course of Study _____

Years Attended _____ Diploma/Degree _____

College/University

Name _____ Address _____

Course of Study _____ Diploma/Degree _____

Years Attended _____ Major _____

Other

Name _____ Address _____

Course of Study _____ Diploma/Degree _____

Years Attended _____

Additional Information

Describe any education or training you have had which is not covered above, such as vocational school, correspondence courses, service schools, in-service training, or volunteer work which you feel is **relevant** to the job or jobs for which you are applying. Also include **relevant** licenses or certificates. **Be specific.**

Please describe any **relevant** special training or experience that you received while in the U.S. Military Service.

Please list any **relevant** professional, trade, business or civic activities and offices held.

(You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status and are not relevant to the job for which you are applying.)

Please list any specialized skills in the categories below:

Computer Programs _____

Basic Office Equipment _____

Production/Machinery _____

References

Provide the names of at least three (3) individuals who can provide relevant information regarding your educational background, your vocational or on-the-job training, your qualifications for the position, your work history, or your professional accomplishments. If at all possible, references should not be relatives or others with whom you have a close personal relationship. If available, attach copies of any letters of recommendation that you have received from the named references. Use additional pages if necessary.

1. Name _____ Relationship _____

Address _____ Phone # _____

2. Name _____ Relationship _____

Address _____ Phone # _____

3. Name _____ Relationship _____

Address _____ Phone # _____

Applicant's Statement

By signing below, I certify that answers given here are true and complete. I understand that information furnished on this application or at any time during the hiring process may be subject to verification. I authorize investigation of all such information for purposes of determining my qualifications and arriving at a decision regarding my application.

I understand that this completed application form will be kept on file for one year but will not be considered for any future openings unless I notify AM Solutions that I am interested in being considered for a specific position. After 90 days from the date on which I sign this application, if I want to be considered for employment, I will need to re-apply, filling out a new application form.

If I am hired, I understand I may resign with or without cause and the employer may discharge with or without cause due to being of an "at will" nature. This application does not constitute any agreement of contract for employment for any specific duration.

I understand that if any information I provide in this application or at any time in the hiring process is found to be false or misrepresented in any respect, I may be eliminated from further consideration for employment or it may result in immediate termination from my position with the company.

DO NOT SIGN UNTIL YOU HAVE READ THE APPLICANT'S STATEMENT ABOVE

I certify that I have read, fully understand and accept all terms of the Application Statement

Signature of Applicant

Date

Applications may be sent to:
AM Solutions
100 Interstate Blvd.
Edgerton, WI 53534-9399
Fax: (608) 884-8949
Email: hrdept@ammailing.com

No Phone Calls Accepted