

Application for Employment

BASIC INFORMATION		Please note: this application was designed for use by persons applying for various types of positions. Please answer the questions to the best of your ability. All information will be confidential.
Name	Date	
Street		
City	State	Zip
Home Phone - Can we call you here? <input type="checkbox"/> yes <input type="checkbox"/> no ()	Office - Can we call you here? <input type="checkbox"/> yes <input type="checkbox"/> no ()	
Mobile Can - we call you here? <input type="checkbox"/> yes <input type="checkbox"/> no ()	Email Address	
Social Security Number	Other names known by	
How were you referred to us?	Name of source	

WHAT KIND OF WORK WOULD YOU LIKE TO DO?

Do you wish to work: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary (Until when? / /)	
When are you available to begin work?	
What are your pay/salary expectations?	Are you applying for a specific job opening? If so, please specify.
Can you perform the essential functions of the position that you are applying for? <input type="checkbox"/> yes <input type="checkbox"/> no If no, please explain.	
Do you have any commitments to another employer that might affect your employment with us <input type="checkbox"/> yes <input type="checkbox"/> no If yes, please explain.	
Have you ever been employed by X-Ray Industries, Inc. or any of its subsidiaries? <input type="checkbox"/> yes <input type="checkbox"/> no When?	

WORK HISTORY *Please complete even if some information is on resume.*

Please list present or most recent employer first. Please use additional sheets of paper if necessary.		
Employer:		Duties:
Address:		
Email:		
Immediate Supervisor:		
Telephone:		
Employed from:	To:	Why did you decide to leave?
Your job title:		
Salary start:	Finish:	

Employer:		Duties:
Address:		
Email:		
Immediate Supervisor:		
Telephone:		
Employed from:	To:	Why did you decide to leave?
Your job title:		
Salary start:	Finish:	

Employer:		Duties:
Address:		
Email:		
Immediate Supervisor:		
Telephone:		
Employed from:	To:	Why did you decide to leave?
Your job title:		
Salary start:	Finish:	

CORE VALUES

- Honesty & Integrity
- Service Focus
- Treating People with Respect, Dignity & Fairness

- Commitment to Excellence
- Individual & Team Initiative
- Responsibility

OTHER IMPORTANT INFORMATION

Are you a U.S. citizen? yes no If not, what type of visa do you hold? _____

Are you at least 18 years of age? yes no If not, you must provide a work permit. Included? yes no

Have you ever been convicted of a criminal offense? yes no; if yes, provide details below

Are there any felony charges pending against you? yes no; if yes, provide details below

Have you ever been discharged, asked to resign, or suspended by an employer? yes no; if yes, provide details below

(An affirmative answer above will not automatically disqualify you from being considered as a candidate for employment)

EDUCATIONAL INFORMATION

School	Name, Address, City, State, Zip	Dates Attended	Degree/Major	GPA	Completed?
High School					Yes No
College					Yes No
Grad School					Yes No
Other					Yes No
Military Service			Honorably discharged?		Yes No

It is a requirement for employment to provide the Company with a copy of your diploma or equivalent; are you able to provide a copy? Yes No

CORE VALUES

- Honesty & Integrity
- Service Focus
- Treating People with Respect, Dignity & Fairness

- Commitment to Excellence
- Individual & Team Initiative
- Responsibility

AGREEMENT *Please read carefully and sign.*

I hereby affirm that the information provided on this application (and accompanying resume, if any) is true to the best of my knowledge. I also agree that falsifying information or significant omissions may disqualify me from further consideration for employment and may be considered justification for dismissal if discovered at a later date. I understand that this application/ authorization shall remain on file and will serve as an on-going authorization to procure the aforementioned information at any time during my employment period.

I understand that my employment is "at will" and can be terminated, with or without cause, at any time at the discretion of either the company or myself. I understand that no individual other than the President or other authorized Officer of the Company has any authority to enter into any agreement contrary to the foregoing or make any oral assurance or promise of continued employment.

I authorize persons, schools, my current employer, and previous employers and organizations named in this application (and accompanying resume, if any) to provide any relevant information that may be required to arrive at an employment decision, unless I stated otherwise. This includes our ability to obtain a report of my credit history, driving record, and other information that may be necessary in making an employment decision.

I understand that I have a continuing and ongoing responsibility to inform X-Ray Industries, Inc. or any subsidiary or division of the Company of any criminal investigation or conviction that may occur during my employment.

I agree that any claim or lawsuit relating to my employment with X-Ray Industries, Inc. or any subsidiary or division of the Company, must be filed no more than six (6) months after the date of the employment action that is the subject of the claim or lawsuit. I waive any statute of limitations to the contrary.

Signature: _____ Date: _____

THANK YOU *for taking the time to complete this application!*

Please return this application to our office:

BY MAIL:

X-Ray Industries, Inc.
Human Resources
1961 Thunderbird
Troy, MI 48084

BY FAX:

(248) 362.4422
Attention: Human Resources

BY EMAIL:

Send to hr@xrayindustries.com

CORE VALUES

- Honesty & Integrity
- Service Focus
- Treating People with Respect, Dignity & Fairness

- Commitment to Excellence
- Individual & Team Initiative
- Responsibility

APPLICANT AUTHORIZATION FOR CRIMINAL RECORD SEARCH & MOTOR VEHICLE RECORD SEARCH

By signing below, I, _____, hereby voluntarily authorize X-Ray Industries, any subsidiary or division thereof, and its agents to conduct a motor vehicle record search and criminal record search as part of the applicant screening process. I understand that this search is conducted for all applicants as part of the X-Ray Industries, its subsidiaries and divisions, pre-hire process. I understand that the following information is required in order to conduct the search and I voluntarily completed the requested information.

Drivers License Number (or State ID Number) _____

State of Issue _____

Date of Birth _____
(mm / dd / yyyy)

Gender: Female Male

Signature _____ Date _____

- *I understand that the Driver's License Number (or State ID Number) and date of birth, that I have provided, will be used solely for the purpose of conducting the criminal record search and will in no way be used to make a hiring decision.*

CORE VALUES

- Honesty & Integrity
- Service Focus
- Treating People with Respect, Dignity & Fairness

- Commitment to Excellence
- Individual & Team Initiative
- Responsibility

FAA SAFETY-SENSITIVE POSITION DRUG AND/OR ALCOHOL MISUSE PREVENTION PROGRAM

COMPLETE ONLY IF YOU ARE APPLYING FOR A POSITION IN ONE OF THE FOLLOWING LOCATIONS:

X-R-I Testing – Troy, MI or Zeeland, MI
PPI Aerospace – Warren, MI

In the past two years, have you tested positive or refused to be tested in any pre-employment drug or alcohol test administered by an employer covered by the Department of Transportation (DOT) agency drug or alcohol testing rules to which you applied for, but did not obtain safety-sensitive transportation work?

Yes _____ No _____

If you tested positive or refused, please answer the following:

Were you evaluated by a Substance Abuse Professional (SAP)?

Yes _____ No _____

Did you participate in a rehabilitation program?

Yes _____ No _____

Did you complete the program?

Yes _____ No _____

Did you have another pre-employment or return-to-duty test?

Yes _____ No _____

Were you subject and did you complete follow-up testing?

Yes _____ No _____

Signature _____ Date _____

CORE VALUES

- Honesty & Integrity
- Service Focus
- Treating People with Respect, Dignity & Fairness

- Commitment to Excellence
- Individual & Team Initiative
- Responsibility