



Employment Application

Please complete all questions. Include any supplemental information which you feel would be helpful in the consideration of your qualifications. Do not supply any information which may be contrary to the laws of your city or state. Hydradyne Hydraulics LLC offers equal employment opportunities to all persons without regard to race, color, religion, age, sex, national origin, disability or any other legally protected status.

PERSONAL INFORMATION	Name: _____ Social Security No. _____	
	Last	First Middle
	Present Address _____	City _____ State _____ Zip _____
	Previous Address _____	City _____ State _____ Zip _____
	Home Telephone _____	Business Telephone _____
	Type of work desired _____	Date Available _____
	Are you willing to travel? _____	What Percent of time? _____
	How did you learn of this position? _____ Ad _____ Relative _____ Employee _____ Walk-In _____ Other _____	
	If referred by employee, please give name and location _____	
	Name and relationship of relatives employed by Hydradyne Hydraulics or any of its divisions _____	
Show location and date of any prior application to Hydradyne Hydraulics or any of its divisions _____		
If you have ever been employed by Hydradyne Hydraulics, give dates & locations _____		

EDUCATION	Circle highest year completed: High School 1 2 3 4 College 1 2 3 4 5 6				IN CASE OF EMERGENCY	
	Name/location of high school _____					
	Trade or Business School	Course	Years Attended	Grade Average	Degree	Give name and address of person to notify in case of emergency.
	Name: _____					
	Location: _____					Name: _____
	College/University (Undergraduate)	Major/Minor	Years Attended	Grade Average	Degree	Address: _____
	Name: _____					
	Location: _____					
College/University (Graduate)	Major/Minor	Years Attended	Grade Average	Degree		
Name: _____					Phone: _____	
Location: _____						

PROFICIENCIES	Indicate Experience and Skills in any of the following (as applicable to the position for which you are applying).	
	Word Processing (State type of software)	_____
	Computer Equipment (state type of hardware)	_____
	Software Skills	_____
	Other Skills	_____
	Special Study Courses (CFPS, Vendor Schools, seminars, military service schools, etc.)	_____
Additional knowledge, skills, abilities, organizations: _____		

List employment for the last ten years starting with your present or most recent position. Account for all periods of unemployment. Attach additional sheets if necessary.

May we contact your present employer for reference? YES NO

EMPLOYMENT BACKGROUND

Employer (Name or Company):	Employed: From: To:	Your Responsibilities:
Address (Street & City):		
Your Title:	Base Salary: From: To:	
Name and Title of Supervisor:		
Phone:	Other Compensation:	
Reason for leaving:		

Employer (Name or Company):	Employed: From: To:	Your Responsibilities:
Address (Street & City):		
Your Title:	Base Salary: From: To:	
Name and Title of Supervisor:		
Phone:	Other Compensation:	
Reason for leaving:		

Employer (Name or Company):	Employed: From: To:	Your Responsibilities:
Address (Street & City):		
Your Title:	Base Salary: From: To:	
Name and Title of Supervisor:		
Phone:	Other Compensation:	
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Phone:	Other Compensation:	
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Employer (Name or Company):	Employed: From: To:	Your Responsibilities:
Address (Street & City):		
Your Title:	Base Salary: From: To:	
Name and Title of Supervisor:		
Phone:	Other Compensation:	
Reason for leaving:		

List Individuals who can attest to your professional abilities/work accomplishments, and character. Do not list relatives or supervisors listed above.

PROFESSIONAL REFERENCES

NAME	COMPANY	POSTION	BUSINESS PHONE

ADDITIONAL INFORMATION	What is your minimum salary requirement at this time?		
	Which of the positions you have held did you find most satisfying and why?		
	What do you think has contributed to the success you have had?		
	What is your interpretation of success?		
	Note other information or outside experience you wish considered:		
PRE-EMPLOYMENT QUESTIONNAIRE	Are you in the United States illegally, or do you lack authorization to work in the United States?	YES	NO
	Have you ever been convicted of a violent crime?		
	Have you ever been convicted of any felony?		
	Are you currently wanted by any law enforcement agency?		
	Have you ever been fired from a previous job because of theft on your part?		
	Have you ever committed any significant (\$25 or more) thefts within the last ten years?		
	Are you a current user of illegal drugs?		
	Have you ever sold marijuana within the last three (3) years?		
	Have you ever sold illegal drugs, other than marijuana?		
DRIVING INFORMATION (IF APPLICABLE)	PLEASE COMPLETE THE FOLLOWING IF THE POSITION REQUIRES DRIVING:		
	Is your driver's license currently suspended, expired or revoked?		
	Have you had your driver's license suspended/revoked within the last 36 months for any reason?		
	Have you been convicted of a D.U.I./D.W.I. within the last five (5) years?		
	Have you had two or more at-fault (you were at fault) accidents within the last 36 months?		
	Have you had three (3) or more moving violations within the last 36 months?		
	Have you had your automobile insurance cancelled for any reason within the last 36 months?		
	Have you been fired from a previous job within the last 36 months because of improper motor vehicle operation?		
	Have you had an auto accident in the last five years?		
	If yes, explain:		
	Make and year of vehicles:		
Driver's License No. and State:			

READ CAREFULLY AND SIGN

In order to protect our customers, employees and company, Hydradyne Hydraulics LLC must be diligent in the selection of new company employees. Our applicant screening process reflects this diligence. I understand that prior to being offered employment with Hydradyne Hydraulics LLC, I may be asked to submit to some or all of the following screening steps, depending on the position for which I have applied: motor vehicle record check, former employer check, felony record check, personal reference check, and/or other pre-employment screening testing as appropriate. In the event I have a medical condition which will affect my ability to take a test, I will so inform Hydradyne Hydraulics, LLC prior to the administration of the test so that a reasonable accommodation can be made. Hydradyne Hydraulics, LLC reserves the right to require documentation concerning the need for accommodation. I further understand that if an offer of employment is made to me, it is conditioned upon my successful completion of a drug test. Should I receive an offer of employment, I do hereby give my consent to Hydradyne Hydraulics, LLC, its doctors, employees or agents, together with any clinic, hospital or laboratory designated by Hydradyne Hydraulics, LLC to perform appropriate test or examinations on me for drugs.

We are required by law to advise you that a routine inquiry may be made which will provide applicable information concerning character, general reputation, and personal characteristics. Upon written request, additional information as to the nature and scope of the report, if one is made, will be provided.

I certify that the information given to me in this application is true in all respects and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or for discharge from employment. I hereby authorize my former employer, person, firm, school or corporation listed herein, including this company, to answer any and all questions and agree to hold all persons harmless and release them from all liability or damages for giving any such information within their knowledge or records.

I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment contract between Hydradyne Hydraulics, LLC or myself for either employment or for the providing of any benefit. No promises regarding employment have been made to me, and I understand that no such promise is binding upon Hydradyne Hydraulics, LLC unless made in writing. If an employment relationship is established, I understand that I have the right to terminate my employment at any time and that Hydradyne Hydraulics, LLC retains the same right. Employment is at-will.

I understand that if I am employed, policies and procedures which are issued are not conditions of employment and that Hydradyne Hydraulics, LLC may revise the policies or procedures in whole or part at any time.

I understand that this application will be kept on active file for thirty (30) days from the date completed, after which time I would have to reapply if I wish to be considered for any position after that date.

CERTIFICATION

Signature of Applicant

Date