



Boyd Machine Co. Inc.
36 Cherry Lane
Souderton, PA 18964

Phone: (215) 723-8941
Fax: (215) 723-5616
www.boydmachine.com

Date: _____

Employment Application

Name: _____ Date of Birth: _____
 Address: _____ SS Number: _____
 State/Province: _____ Home Phone: _____
 Zip/Postal Code: _____ Cell Phone: _____

How long have you resided in this state? _____
 Are you a US citizen or authorized to work in US? _____

How did you hear about this company and/or this position:
 News Ad Relative Friend Other (please specify) _____

Relatives employed by this company: _____

Positions Applied for: _____ When available to begin work? _____
 Salary Desired: _____ Are you currently employed: _____
 May we inquire of your present or past employers? _____

Previous Employment (list up to 3)

1. Name of Employer: _____
Name of last supervisor: _____
Dates of employment: _____ **Salary:** _____
From: _____ **To:** _____ **From:** _____ **To:** _____
Complete Address: _____
Phone #: _____ **Last job title:** _____

Reason for Leaving (be specific): _____

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact your employer: yes no

2. Name of Employer: _____

Name of last supervisor: _____

Dates of employment: _____

From: _____ To: _____

Salary: _____

From: _____ To: _____

Complete Address: _____

Phone #: _____

Last job title: _____

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact your employer: yes no

3 Name of Employer: _____

Name of last supervisor: _____

Dates of employment: _____

From: _____ To: _____

Salary: _____

From: _____ To: _____

Complete Address: _____

Phone #: _____

Last job title: _____

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact your employer: yes no

Please list 2 references other than relatives and previous employers

Name		
Position		
Company		
Telephone		

Qualifications and Education

Education

Type of School	Name of School and Complete Mailing Address	No. Years Completed	Major or Degree
High School			
College Bus. or Trade School			
Professional School			
Other			

Do you have a drivers license? yes no

State of issue: _____

Have you had any accidents in the past 3 years? yes no How many? _____

Do you had any moving violations in the past 3 years? yes no How many? _____

Skills: _____

Typing: _____

Computer: PC Mac Both

Applications (list all that apply): _____

Other Skills:

Use this space to add any additional information necessary to describe your full qualifications for the position which you are applying:

Military Service

If you served in the armed forces of the U.S., what education or skills, if any, did you acquire while in U.S. military service that you believe are related to the position for which you are applying?

Mental and Physical

Do you have any physical or mental impairments which would require us to make accommodations for you to perform the job for which you are applying?

Please Specify: _____

Have you ever been convicted of a felony which is substantially related to your ability to perform the job for which you are applying in the last five years? If so, please state date and circumstances:

Disclaimer

I understand that false or misleading statements or omissions on this application may be considered sufficient cause for dismissal, when ever they may be discovered. I understand that if hired, employment is at will. This means that i may leave the Company, or the Company may terminate my employment, at any time and for any reason, or for no reason at all, with or without notice.

I also understand that the use of this application form does not indicate that there are any positions open and does not, in any way, obligate the Company. And further, in order that the Company may be fully informed as to my qualifications for employment, I hereby request and authorize my former employers and other persons who may have information regarding my qualifications to furnish you with such information, and inasmuch as this information is furnished at my express request and for my benefit, i agree hold harmless said persons and former employers on account of furnishing such information.

I also agree that a full transcript of my record as an employee; information as to my ability; and also the cause of my leaving the company, if any, may be give to any person with whom i may hereafter seek employment; and I hereby release the Company from any and all liability for damages of whatsoever nature by reason of the furnishing of such information.

Date: _____ Signature: _____