

**General Production Employment Application Process
Monett Facility**

- Step One** **Complete the Questionnaire**
- Step Two:** **Complete the Application for Employment**
- Step Three:** **Return the Forms to the WinTech Receptionist**
- Step Four:** **Complete the Basic Industrial Test**



Applicant: _____ **Date:** _____

(Printed Full Name – First, Middle, Last)

Questionnaire

General: What do you know about WinTech?

Current Position: Tell us about your current job, and why you are looking for a new job?

Motivation: What are some skills you have that would be good when working on the production line?

Education: Do you have a high school diploma or GED – college or other educational certificates?

Computer Knowledge: Do you have any computer skills such as AutoCad, Excel, or Word?

Skills: List any other skills or experience such as welding or PLC:

SHIFTS:

Willing to Work on These Shifts: 1st _____ 2nd _____

Preferred Shift: 1st _____ 2nd _____

Comment: _____

OVERTIME:

Able To Work Overtime When Requested - including Saturdays: Yes ___ No ___

Comment: _____

DRIVERS LICENSE:

Valid Drivers License: Yes ___ No ___ Chauffeurs License Class E: Yes ___ No ___

Class A CDL: Yes ___ No ___ Fork Lift Certified: Yes ___ No ___

I have reliable transportation to work: Yes ___ No ___

Comment: _____

I am available for employment on: _____

Additional Comments:

Your Active Phone #: _____ - _____ - _____

The information provided on the questionnaire and application for employment are true and accurate to the best of my knowledge.

Print Name: _____

Signature: _____

EMPLOYMENT HISTORY

Give accurate and complete employment record. Start with your present position or most recent employer.

1

Company Name: _____

Address: _____ City: _____ State: ____ Zipcode: _____

Phone #: _____ Supervisor: _____

Job Title / Type of Work Performed: _____

Employment Dates: From (MO/YEAR) _____ To (MO/YEAR) _____

Currently Employed: Yes _____ No _____ Hourly Rate: \$ _____ or Weekly Pay: \$ _____

Reason for Leaving: _____

We may contact this employer: Yes _____ No _____ / Reason _____

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Company Name: _____

Address: _____ City: _____ State: ____ Zipcode: _____

Phone #: _____ Supervisor: _____

Job Title / Type of Work Performed: _____

Employment Dates: From (MO/YEAR) _____ To (MO/YEAR) _____

Currently Employed: Yes _____ No _____ Hourly Rate: \$ _____ or Weekly Pay: \$ _____

Reason for Leaving: _____

We may contact this employer: Yes _____ No _____ / Reason _____

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Company Name: _____

Address: _____ City: _____ State: ____ Zipcode: _____

Phone #: _____ Supervisor: _____

Job Title / Type of Work Performed: _____

Employment Dates: From (MO/YEAR) _____ To (MO/YEAR) _____

Currently Employed: Yes _____ No _____ Hourly Rate: \$ _____ or Weekly Pay: \$ _____

Reason for Leaving: _____

We may contact this employer: Yes _____ No _____ / Reason _____

MILITARY SERVICE

Did you serve in the U.S. Armed Forces? Yes _____ No _____ Branch: _____

Describe any training received that is relevant to the position for which you are applying:

Retired or Reserves: _____