

ThyssenKrupp Access

Equal Opportunity / Affirmative Action Employer



ThyssenKrupp

APPLICATION FOR EMPLOYMENT

FACILITY NAME AND/OR LOCATION

TO APPLICANT: ThyssenKrupp Access ("the Company") is an Equal Employment Opportunity/Affirmative Action Employer. The Company adheres to a policy of making all employment decisions without regard to race, color, sex, religion, national origin, age, disability, veteran status, citizenship or any other protected classification which may be applicable under the law of the particular state or locality in which you are applying for employment with the Company. All references to ThyssenKrupp Access herein shall be deemed to include all affiliates of ThyssenKrupp Access and such affiliates are hereby acknowledged as third party beneficiaries of this Application for Employment.

Please complete and sign your application form. Failure to complete and/or sign the application will result in the application not being considered. This application will remain active until the position is filled or for a period of 90 days after the date of application, whichever occurs first.

PERSONAL DATA (Please Print or type) Date of Application _____

Name _____ Social Security # _____

Contact Address _____

Street Address

City

State

Zip

Telephone No. (____) _____ County _____ E-mail Address (optional) _____

If less than 2 years, Previous Address _____

Street Address

City

State

Zip

Telephone No. (____) _____ County _____

List any other name under which you have worked or you were enrolled in school to assist us in checking your references and background _____

If hired, can you provide proof that you are eligible to work in the United States? Yes _____ No _____

Will you now or in the future require sponsorship for employment status (e.g., H-1B visa status)? Yes _____ No _____

Are you under 18 years of age? Yes _____ No _____

Job applying for _____ Rate of pay expected \$ _____ per _____

(In order for your application to be processed, you must indicate a specific position for which you are applying)

Do you want to work Full-time? _____ Part-time? _____ Specify amount if part-time: _____

Will you accept shift work? _____ Temporary work? _____ Night work? _____

Will you work overtime if needed? Yes _____ No _____

If hired, on what date will you be available to work? _____

Have you ever been CONVICTED of a misdemeanor (other than traffic violation) or a felony? Do not include convictions for which the records were sealed or expunged. A conviction will not automatically disqualify an applicant from a particular job.

California applicants: Please also exclude convictions that occurred while a minor (under 18 years of age) and convictions for the personal use of marijuana that are more than two years old.

Connecticut Applicants: The Applicant is not required to disclose the existence of any arrest, criminal charge or conviction, the records of which have been erased pursuant to section 46b-146, 54-76o or 54-142a. Criminal records subject to those sections are records pertaining to a finding of delinquency or that a child was a member of a family with service needs, an adjudication as a youthful offender, a criminal charge that has been dismissed or nolle, a criminal charge for which the person has been found not guilty or a conviction for which the person received an absolute pardon. Persons whose records have been erased pursuant to those sections shall be deemed to have never been arrested within the meaning of the general statutes with respect to the proceedings so erased and may so swear under oath.

Indiana, Kentucky, Minnesota, New Mexico and Michigan applicants: Please also exclude misdemeanor and summary offense convictions.

Massachusetts applicants: Do not answer this question.

Yes _____ No _____ If yes, list nature of offense, dates of conviction, and dates of incarceration. _____

Can you travel if required by the position? _____

EDUCATIONAL BACKGROUND (Nevada applicants: Do not answer questions regarding high school graduation or degree)

TYPE OF SCHOOL	NAME AND ADDRESS	COURSE OR MAJOR	GRADUATE?	DEGREE
HIGH SCHOOL				
COLLEGE				
POST GRADUATE				
BUSINESS OR TRADE				
OTHER				

TYPING (wpm) (if relevant to job): _____ COMPUTER SOFTWARE KNOWLEDGE (if relevant to job): _____

EMPLOYMENT EXPERIENCE

List each job previously held. Start with your Present or Last job. Please account for any time lapses during which you were not employed, except for time lapses resulting from a medical condition or other disability. Include military service assignments. You may also include volunteer experience if you desire. If you need additional space, or if you wish to explain in detail the circumstances of your departure from a previous employer, please attach a separate sheet. We may contact the supervisors listed below.

NOTE REGARDING MILITARY SERVICE: A dishonorable discharge is not an absolute bar to employment. Other factors will affect a final decision. Do not include information regarding service in the military of a foreign country. California applicants: Do not include information regarding date or type of discharge. New York, Ohio, West Virginia applicants: Do not include information regarding type of discharge. Nevada applicants: Do not include military service information.

DATES (Mo./Yr.)		NAME AND ADDRESS OF EMPLOYER	RATE OF PAY		SUPERVISOR'S NAME AND TITLE	REASON FOR LEAVING
FROM	TO		START	FINISH		
Phone # _____						

Describe your position and responsibilities:

DATES (Mo./Yr.)		NAME AND ADDRESS OF EMPLOYER	RATE OF PAY		SUPERVISOR'S NAME AND TITLE	REASON FOR LEAVING
FROM	TO		START	FINISH		
Phone # _____						

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FROM	TO		START	FINISH		
					Phone # _____	

Describe your position and responsibilities:

Have you entered into any agreements with any former employer or other entity (for example, an agreement not to compete or confidentiality agreement) that may impact your ability to work for ThyssenKrupp Access or any other company? _____ Yes _____ No

If you answered "yes," please provide us with a copy of any such agreement(s).

Summarize special skills and qualifications acquired from employment or other experience (including machines you can operate):

Have you ever been terminated for cause (e.g., violation of company policy)? _____ Yes _____ No

If you answered "yes," please explain.

If you are now employed, why do you desire change? _____

Did you previously apply for a position with ThyssenKrupp Access? _____

If yes, when, where and what position ? _____

**Were you previously employed by ThyssenKrupp Access or its affiliates? ____ If yes, when, where and what position? _____

List any relatives employed by ThyssenKrupp Access or its affiliates.

** Affiliates include Access Industries and Am-Tech Metal Fabricators

REFERENCES			
List at least three professional or personal references (not relatives)			
NAME	ADDRESS	OCCUPATION	PHONE

**THIS APPLICATION IS NOT COMPLETE UNTIL SIGNED,
AND ALL STATEMENTS BELOW HAVE BEEN READ AND INITIALED**

Initial: _____ I understand that this application is not intended to create, nor should it be constructed to create, an express or implied contract of employment. It does not create contractual obligations of any kind. If hired, I will be employed at will; I understand that this means that either I am or the employer is free to terminate the employment relationship at any time with or without cause or prior notice. I understand that no representative of the Company, other than the Chief Executive Officer or an Executive Vice President in the corporate headquarters, has any authority to enter into an agreement for employment for any specified period of time or, in any way, to modify the at-will nature of the employment relationship.

Initial: _____ I authorize the investigation of all matters contained in this application in compliance with the Fair Credit Reporting Act, including a criminal background check, at any time during the course of my employment and hereby give the Company permission to directly or through a third party contact schools, previous employers, references and others. I hereby release the Company and those it contacts from any liability whatsoever as a result of such contact and the information provided and received as a result of such contact.

Initial: _____ I hereby agree that if I am offered employment, I will submit to a required drug test at the expense of the Company, and that a negative result is a condition of employment. I hereby authorize the release of the laboratory tests to which I have consented, for the purpose of determining the presence of drugs or their metabolites in my body to the Company, to the examining physician, medical review officer, substance abuse professionals, and/or other agents of the Company, with the understanding that the Company will review the results of these tests in connection with making a decision concerning my application for employment. Other than for the purpose of making a determination concerning my application for employment, I understand that the examining physician, medical review officer, substance abuse professionals, and/or other agents of the Company will not use or further disclose the information released pursuant to this authorization unless further expressly authorized by me or unless disclosure is required by law.

Initial: _____ I understand that if I am offered and accept employment with the Company, I am prohibited from using or disclosing confidential and proprietary information that I have acquired during my employment for use other than for the benefit of the Company. I also understand that I may be required to sign a confidentiality agreement and/or non-solicitation/non-disclosure agreement as a condition of the employment.

Initial: _____ I understand that failure to produce documentation of my right to work in the United States and failure to retain valid work authorization is grounds for refusal to hire or dismissal if I am employed.

Initial: _____ I understand that if I am considered for a driving position, I am subject to all DOT regulations as they apply to the position, including those regulations regarding physical examinations, and drug and alcohol testing procedures.

Initial: _____ I do hereby agree to forever release and discharge ThyssenKrupp Access and their employees to the full extend permitted by law from any claims, damages, losses, liabilities, costs and expenses, or any other charge or complaint filed with any agency arising from the retrieving and reporting information. I acknowledge notice of the right to receive a copy upon my written request.

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.

UNDER MARYLAND LAW, AN EMPLOYER MAY NOT REQUIRE OR DEMAND, AS A CONDITION OF EMPLOYMENT, PROSPECTIVE EMPLOYMENT OR CONTINUED EMPLOYMENT, THAT AN INDIVIDUAL SUBMIT TO OR TAKE A LIE DETECTOR OR SIMILAR TEST. AN EMPLOYER WHO VIOLATES THIS LAW IS GUILTY OF A MISDEMEANOR AND SUBJECT TO A FINE NOT EXCEEDING \$100.

I certify that all of the information furnished on this application and during the application process is true, complete and correct to the best of my knowledge. I understand that any misrepresentation or omission of facts called for may result in refusal to hire or, if hired, may result in my dismissal at any time regardless of when the false answer or omissions are discovered.

SIGNATURE

DATE

SS#

DRIVERS LICENSE#

PLEASE READ CAREFULLY

APPLICANT AUTHORIZATION AND CONSENT FOR RELEASE OF INFORMATION

We appreciate your interest in our organization and the time and care you have taken to prepare this application. We require, as a condition of new or continued employment, that all applicants consent to and authorize a verification of the background information submitted on their application and/or resume for any position. The results of this verification process will be used to determine employment eligibility under the Company's employment policies. All results will be proprietary and will be kept confidential and will not necessarily preclude employment, but will be considered as part of the overall evaluation of my qualifications. The information obtained will not be provided to any parties other than those at Access Industries with a "need to know".

I understand any false statements; misrepresentation or omission of facts called for in this application may be cause for denial of employment or for dismissal at any time during my employment with Access Industries. This release and authorization acknowledges that Access Industries, may now, or at any time during my employment, administer a personality profile, require that I provide a urine or other specimen to be tested for the presence of drugs or alcohol, conduct a verification of my education, previous employment/work history, credit history, motor vehicle records, or workers compensation claims from the Department of Labor and/or the Workers Compensation Commission, and obtain any criminal history record information pertaining to me which may be in the files of any Federal, State or Local criminal justice agency in the applicable jurisdiction(s) or any other information as deemed necessary to fulfill the job requirements.

In addition, I acknowledge notification that any inquiry may be requested to procure information relating to my character, general reputation, personal characteristics, and work history. If such request is made, the nature and scope of the inquiry will be provided to me upon written request if received within a reasonable period of time. In connection with any inquiry which might be requested, I hereby authorize all public and private individuals, corporations, organizations, firms, institutions and agencies who possess information about me, and/or act as custodians of any records relating to me, to release to Access Industries, any division of Access Industries, or any designated representative thereof, any and all information concerning my background and personal history, and to allow copies to be made of any requested written data.

I have read and understand this release and consent, and I authorize the background verification. I authorize persons, schools, current and former employers, and other organizations and agencies to provide Access Industries with all information that may be requested. I hereby release all of the persons and agencies providing such information from any and all claims and damages connected with their release of any requested information. I agree that any copy of this document is as valid as the original.

I do hereby agree to forever release and discharge Access Industries and their associates to the full extent permitted by law from any claims, damages, losses, liabilities, costs and expenses, or any other charge or complaint filed with any agency, arising from the retrieving and reporting of information. I acknowledge notice of the right to receive a copy upon my written request.

I, the undersigned applicant, do hereby certify that the information provided by me for the purpose of employment is true and complete to the best of my knowledge. I understand that if I am employed by Access Industries, any false statement will be considered as cause for possible dismissal with or without prior notice.

Signature _____ Date _____
SS# _____ Driver's License# _____

*It is the Policy of Access Industries, to employ personnel strictly on the basis of an individual's qualifications. Selections are made without regard to race, sex, religion, age, disability, or national origin.

All Applicants:

ThyssenKrupp Access is committed to maintaining a drug-free workplace. The use of illegal drugs or abuse of legal drugs is incompatible with our obligation to our employees, customers and the community, to provide a secure, safe, and productive environment.

We will not employ individuals who traffic in or use illegal drugs, including marijuana and illegally prescribed drugs, or who abuse legal drugs or alcohol.

Prior to making an offer of employment, ThyssenKrupp Access will arrange for a medical screening for illegal drugs. A confirmed positive drug screen will remove the individual from consideration for employment. An applicant's drug screen that results in any of the following; sample not within recommended range for, Specific Gravity, URN Creatinine, or temperature may be given the opportunity for a retest within 24 hours of notification at applicants request and expense.

Final sample must meet **all** requirements for employment consideration.

I understand and consent to ThyssenKrupp Access' drug-free workplace practices.

Applicants Name_____

Applicants Signature_____

Date_____

Thank you for your cooperation. We appreciate your interest in our company.

Nicole Erter
Human Resources Manager

**NOTICE TO APPLICANTS
THYSSENKRUPP ACCESS**

Applicants for all positions are considered without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a medical condition or disability, or any other legally protected status.

As employers/government contractors, we comply with government regulations and affirmative action responsibilities. To help us comply with government record keeping, reporting and other legal requirements, please complete the following information.

This information will be kept in a Confidential File separate from the Application for Employment.

AFFIRMATIVE ACTION SURVEY:

Government agencies require periodic reports on the sex, ethnicity, disability and veteran status of applicants.

Date _____ Position Desired _____

Name _____ Social Security # _____

Street address _____ City _____

State _____ Zip _____ County _____

Check one: Male _____ Female _____

Check one: White _____ Black _____ Other (Please specify) _____

Check if applicable: Veteran _____ Vietnam Era Veteran _____ Disabled Vet. _____ Disabled Non-Vet _____

SPECIAL NOTICE TO DISABLED VETERANS, VIETNAM WAR ERA VETERANS, AND INDIVIDUALS WITH PHYSICAL OR MENTAL DISABILITIES: *Employers/government contractors are subject to Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974, Rehabilitation Act of 1973 and the Americans with Disabilities Act, all of which require companies to take affirmative action to hire and advance qualified disabled veterans, veterans who served during the Vietnam War Era, and all other legally disabled persons. If you are a disabled veteran, a veteran of the Vietnam War Era, or you are otherwise physically or mentally disabled, **YOU ARE INVITED TO VOLUNTEER** this information.*

The purpose is to provide information concerning proper placement which will enable you to perform the job(s) for which you have applied in a proper and safe manner. This information will be kept in a Confidential File separate from the Application for Employment.

FAILURE TO SUPPLY THIS INFORMATION WILL NOT JEOPARDIZE OR ADVERSELY AFFECT ANY CONSIDERATION FOR EMPLOYMENT OR FUTURE EMPLOYMENT DECISIONS. *If you desire, please state below any personal physical or mental disability.*
