

APPLICATION FOR EMPLOYMENT
AT



Send resume and/or the following application form to
Encoder Products Company by one of the following methods:

- E-mail: careers@encoder.com
- Standard mail: PO Box 249 Sagle, ID 83860
- FAX: (208) 255-4717
- Or in-person at: 464276 Hwy 95 S. Sagle, ID.

Encoder Products Company is an Equal Opportunity Employer

APPLICATION FOR EMPLOYMENT
Encoder Products Company
464276 Hwy 95 S. Sagle, ID 83860 - (208) 263-8541 - www.encoder.com

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, veteran status, the presence of a non-job related medical condition or disability or any other legally protected status.

THIS APPLICATION IS ONLY ACTIVE FOR 90 DAYS

Date of Application _____

Are you 18 years of age or older? Yes ___ No ___

Last Name	First Name	Middle Name
Address	Number	Street
		Telephone Number
City	State	Zip Code
		Alternate Telephone Number
Position Applied For:		Email Address (optional)
Shift Applied For: Day Shift Only _____ Night Shift Only _____ Any shift available _____		
Working Hours Applied For: Full Time _____ Part Time _____ Temporary _____ Summer _____ Any _____		

Education	Name and Location of School	Did you graduate?	Subjects Studied
High School			
College			
Trade, Business, or Correspondence School			

EMPLOYMENT HISTORY

(Please provide a complete employment history listing of all positions held, including military, part-time, summer, and volunteer, using additional sheets if necessary. List in chronological order, starting with the most recent or present position.)

Former Employers

Date and Month and Year	Name and Address of Employer	Salary	Position	Reason for Leaving
From _____ To _____				
Job Titles & Principal Duties				
Name and Title of Supervisor				
From _____ To _____				
Job Titles & Principal Duties				
Name and Title of Supervisor				
From _____ To _____				
Job Titles & Principal Duties				
Name and Title of Supervisor				

Date and Month and Year	Name and Address of Employer	Salary	Position	Reason for Leaving
From _____				
To _____				
Job Titles & Principal Duties				
Name and Title of Supervisor				

BUSINESS REFERENCES (Give the names of three persons not related to you, whom you have known at least one year.)

Name	Address	Occupation & Title	(Area Code) Phone Number	Years Acquainted

- Do you have any previous work experience or otherwise related experience with? Explain briefly.
 - Small detail hand work Yes/No Explain: _____
 - Assembling small parts Yes/No Explain: _____
 - Soldering irons Yes/No Explain: _____
 - Electronics Yes/No Explain: _____
 - Wire bonding Yes/No Explain: _____
 - CNC or lathe machines Yes/No Explain: _____
- Have you ever been convicted of a criminal offense? Yes/No If yes, explain: _____
(A conviction will not necessarily disqualify an applicant)
- Have you filed an application with us before? Yes/No
- Have you ever been employed with us before? Yes/No
- Are you currently employed? Yes/No
- May we contact your present employer? Yes/No
- Are you currently on "lay-off" status and subject to recall? Yes/No
- Are you legally authorized to work in the U.S.? Yes/No
(Proof of eligibility will be required upon hire)
- On what date would you be available for work? _____
- Indicate any foreign languages you can speak, read and/or write: _____
- How did you hear about this job opening (circle):
newspaper - website - "Now Hiring" banner - walk-in - Encoder employee (name) - other: _____

State any additional information you feel may be helpful to us in considering your application:

In case of emergency, please notify:

Name	Telephone	Relationship

I declare that the information provided to me is complete and true to the best of my knowledge. I am aware that any misrepresentations or omissions may preclude an employment offer, or may result in withdrawal of an employment offer or separation from employment. I authorize investigation of all information provided by me in the application process. I understand that any offer of employment is contingent on the completion of a satisfactory background investigation and verification of employment. I also understand that employment with the Company is at will and the employment relationship may be ended by either party, at any time, with or without notice.

Signature

Date