



291 Kollen Park Drive · Holland, MI 49423
Phone 616-392-1491
A Venturedyne, Ltd. Company

To be considered for the position for which you are applying, this application should be filled out completely. The accuracy and completeness of your application could impact our hiring process.

APPLICATION FOR EMPLOYMENT

DATE: _____

Venturedyne Ltd. and Venturedyne, Ltd. Companies (referred to as Venturedyne or the Company hereafter) are Equal Opportunity Employers, dedicated to a policy of non-discrimination in employment. WE SUPPORT THE DRUG FREE WORKPLACE ACT OF 1988. IN SUPPORT OF A SAFE AND SECURE WORKPLACE, WE UTILIZE PRE-EMPLOYMENT DRUG SCREENING AS A PART OF THE EMPLOYMENT PROCESS.

NAME: _____
LAST FIRST MIDDLE

ADDRESS: _____
STREET CITY STATE ZIP

TELEPHONE: HOME _____ CELL _____

Are you presently employed? Yes No What date will you be available? _____

State the specific position for which you are applying? _____
(If you use words such as “any”, “anything”, and “all” or omit this question your application will not be considered.)

If hired, could you provide proof of authorization to work in the United States? Yes No

When completing this section do not disclose information regarding convictions that have been judicially sealed, expunged, eradicated, impounded, or dismissed. Do not disclose information regarding juvenile court convictions or minor traffic violations. A conviction record does not automatically bar you from employment with the Company. All of the job-related circumstances surrounding convictions will be considered.

- Have you been convicted of a felony (including pleading guilty or no contest)? Yes No
- Have you been convicted of a misdemeanor (including pleading guilty or no contest)? Yes No
- Are you currently on probation? Yes No
- Is there a court order in effect providing personal restrictions on activities or contact with other people? Yes No
- Are there any pending matters on which you were arrested? Yes No

If you answered YES to any of the above questions, please explain completely including nature of crime, date, and state of conviction (attach additional paper if necessary):

Have you ever been suspended, placed on probation, or terminated, for attendance, tardiness, or work performance? Yes No

If YES, please explain (attach additional paper if necessary):

Is there anything which would preclude you from or hinder you in any way from performing the essential functions of the job for which you are applying (with or without accommodation)? Yes No

If YES, please explain:

Applying for: FULL TIME PART TIME TEMPORARY SUMMER INTERN

What days can you work: Mon. Tue. Wed. Thu. Fri. Sat. Sun.

What hours are you available to work? _____

If necessary, due to occasional workload and commitments to customers, are you available to work holidays or any of the days you did not check above? Yes No

Rate of pay expected: _____ Per: _____

Were you ever employed by Venturedyne or the Company? Yes No
 When? _____ Where? _____

How did you hear about the position? _____

List any friends or relatives working for Venturedyne or the Company:

_____ RELATIONSHIP: _____

_____ RELATIONSHIP: _____

School Name, City, State	Graduate (Check One)	Number of Years to Complete Education	Diploma/Degree	Major or Course of Study	Overall GPA
High School*	<input type="checkbox"/> YES / <input type="checkbox"/> NO				
College*	<input type="checkbox"/> YES / <input type="checkbox"/> NO				
Graduate School*	<input type="checkbox"/> YES / <input type="checkbox"/> NO				
Other*	<input type="checkbox"/> YES / <input type="checkbox"/> NO				

* You may be required to supply a transcript for part or all of your schooling.

LIST ANY SPECIAL EDUCATIONAL HONORS, ACHIEVEMENTS, SPECIAL ACTIVITIES, ATHLETICS, OFFICES HELD, ETC...

Note that a detailed work history will be requested on the next page.

WORK REFERENCES Name and Occupation:	Company/ Relationship/ Number of Years	Current Contact Information (Company, Address, Etc.)	Phone

Were you in the U.S. Armed Forces? Yes No

If YES, what Branch? _____

Dates of Duty: From _____ To _____

Rank at Discharge: _____

List duties in the service including special training:

What specific skills, qualifications, or other experiences do you possess that would especially suit the position you are applying for?

PLEASE LIST ALL EMPLOYMENT STARTING WITH PRESENT/MOST RECENT EMPLOYER. FOR EVERY EMPLOYER IN YOUR HISTORY, LIST EVERY POSITION HELD AS WELL AS THE DATES, TOTAL COMPENSATION (SPECIFY BASE AND OTHER PAY), SUPERVISOR, AND JOB RESPONSIBILITIES FOR EACH POSITION HELD AT EACH EMPLOYER.

(Include military service where applicable.)

A RESUME IS NOT SUFFICIENT

Present/Most Recent Employer: _____

Are you still employed? Yes No If still employed, may we call this employer? Yes No

 Address City State Zip Phone

 Product Line or Description of Business # of Employees at Location Now

 Reason for Leaving or for Considering Leaving # of Employees at Start of Employment

Position(s) at This Company List Each Position Held Separately	From Date / To Date Month/Day/Year Format		Begin Salary / End Salary Specify Base & Other Pay		Supervisor(s) / Title List For Each Position Held

Responsibilities for each position held – list separately (attach additional paper if necessary):

PLEASE CONTINUE PREVIOUS EMPLOYMENT ON THE NEXT PAGE

PREVIOUS EMPLOYMENT – CONTINUED

Previous Employer: _____

Address _____ City _____ State _____ Zip _____ Phone _____

Product Line or Description of Business _____ # of Employees at Location at Termination _____

Reason for Leaving _____ # of Employees at Start of Employment _____

Position(s) at This Company List Each Position Held Separately	From Date / To Date Month/Day/Year Format		Begin Salary / End Salary Specify Base & Other Pay		Supervisor(s) / Title List For Each Position Held

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Product Line or Description of Business _____ # of Employees at Location at Termination _____

Reason for Leaving _____ # of Employees at Start of Employment _____

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	Month/Day/Year Format		Specify Base & Other Pay		

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Responsibilities for each position held – list separately (attach additional paper if necessary):

<p>Have you listed all of the employers you have worked for?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No <i>(If NO, please request additional employment history pages.)</i></p>

Do you have other sources of income besides the job you are applying for? Yes No

If YES, list the other sources of income:

Have you missed any work during the past 10 years? Yes No

If YES, how much and when?

Has there been any time in the last 15 years when you were not employed on a full time, 40 hour week basis?

Yes No

If YES, list dates and what you were doing:

ADDITIONAL INDIVIDUAL INFORMATION

Standard application forms are typically rigid and allow you little flexibility to express yourself individually. Yet, the whole point of the procedure focuses on giving you the opportunity to express yourself as the best candidate for the position. Because we want to give you the opportunity to do this, we have gone a step beyond standardization. Completing this section will give you an opportunity to present yourself as a unique individual and perhaps the one most fitted for the position with the Company.

Why are you looking for a new position?

How many interviews have you had in the last 2 months? _____

What were the results? Why?

What did you like most about your last (current) position?

What changes would you have made in your last (current) position?

Which position in your career have you liked the most? Why?

What are the accomplishments in your career? When did these occur?

What would you consider to be your major strengths?

In what areas would you like to improve?

What personal characteristics or experiences do you believe make you particularly qualified for the position you are interested in?

What are your future career goals?

What interests or activities do you pursue outside of work?

Are you willing to relocate now? Yes No In the future? Yes No

Are you willing to travel? Yes No
How often?

Additional comments:

NOTE TO APPLICANTS: Please read each section below and sign the appropriate line at the end of this application to acknowledge your understanding and acceptance of this information:

- A. The facts set forth in my application are true and complete. I agree that any omission or misrepresentation in this application or any other materials or information supplied during the employment process may result in refusal of or separation from employment regardless of when and how it is discovered.

I understand that Venturedyne conducts criminal history investigations. Failure to accurately and thoroughly disclose a criminal record history will be grounds for disciplinary action, including dismissal, at any time after it is discovered. A criminal record will not necessarily disqualify me from employment.

- B. I hereby authorize Venturedyne to investigate my personal history, to verify or obtain information concerning my employment and education experiences. I understand this may include, but is not limited to, criminal records checks, public court records checks, driving records, summaries and verification of educational records and histories including transcripts and other records, and/or summaries and verification of employment positions held and related duties, military records, last pay rate or salary, work performance, experience, skills, qualifications, compliance with employer or institutional policies, licensing, certification, training, honesty, etc. and I waive any right I may have to have the Company provide a copy of the information they find to me. The information contained in these reports may be obtained by a consumer reporting agency, from private or public records sources including, but not limited to, sources identified by me in my job application, or through interviews or correspondence with my past or present co-workers, neighbors, friends, associates, current or former employers, educational institutions or other acquaintances.

- C. I hereby authorize any individuals, employers, companies, bureaus, private or government agencies, schools or institutions to release such information as Venturedyne requests. This includes my prior employment, performance, and disciplinary records, without any obligation to give me prior notice of any type of such disclosure. I also authorize Venturedyne to release any information (other than consumer credit report information) requested by any of my prospective or subsequent employers without any obligation to give me notice of any type of such disclosure. I hereby release Venturedyne and any and all information sources from any liability whatsoever as a result of inquiries and disclosures.

I further acknowledge that a telephone facsimile (FAX), photographic copy, electronic or scanned version shall be as valid as the original. I waive any right I may have to have Venturedyne provide a copy of the information they acquire to me.

- D. Should I be employed, I have no objection to signing an employee agreement on confidential information, inventions, and non-competition.
- E. I understand that the Company reserves the right to require applicants for employment to take a pre-employment drug and alcohol test and that the Company will consider the results in conjunction with my other qualifications. Further, the Company will require a post-offer employment physical to determine that I am able to do the essential functions of the job.
- F. In consideration of my employment, I agree to conform to the rules and regulations of the Company. I understand that employment at the Company is on an at-will basis and that my employment and compensation can be terminated with or without cause, at any time at the option of either the Company or myself. I understand that no manager or representative of the Company, other than the President, with the approval of the Board of Directors, has any authority to enter into any agreement for employment for any specified period of time, or make any agreement contrary to the foregoing. Furthermore, I understand and agree that any such agreement entered into by the President will not be enforceable unless it is in writing. I understand and agree that any employee handbooks or information I may receive, will not constitute an employment contract, but is merely a source of information and guidance of the Company's current policies and that the Company has the right to amend its policies at any time with or without advance notice.

DRIVER'S LICENSE # _____ STATE: _____

SOCIAL SECURITY # _____

I have carefully read and understand this notice and authorization form and certify that the information on this application is true and accurate, and, by my signature below, I authorize the release of consumer or investigative consumer reports, as defined above, to Venturedyne or the Company (Thermotron) in conjunction with my employment application and during the entire course of my employment.

PRINTED FULL NAME: _____

SIGNATURE: _____ DATE: _____
OR ELECTRONIC SIGNATURE

If this document is submitted electronically, your typed signature shall have the same legal effect as if made under oath.
If this employment application does not contain a signature above, it will not be considered for employment.