Mankato Screw Products

308 S. McKinzie Street, Mankato MN 56001

Application for Employment

Please print. Date Name **Present Address** Zip Code State City Street Alternate Phone Telephone Number Are you 18 years or older? O Yes O No Are you legally eligible to work in the United States? O Yes O No (If hired, verification will be required by law.) EMPLOYMENT DESIRED Position applied for Do you want to work O Full-time O Part-Time O Temporary Date available to start work Salary Expectations Have you applied for employment with this company O Yes O No within the last 12 months? Do any of your friends or relatives (other than spouse) O Yes O No work here? If yes, state name, relationship, and location Have you ever worked for us before? O Yes O No If so, please provide your name of record at that time, job title, and dates of employment How were you referred to Mankato Screw Products?

It is our policy to make reasonable accommodations for persons with disabilities in the hiring process. If your disability inhibits you at anytime during the application process, we will explore ways to provide assistance.

EDUCATION

Please complete in full. This information may be verified. DIPLOMA/DEGREE/ SCHOOL NAME AND **YEARS** DID YOU LOCATION COMPLETED **GRADUATE?** CERTIFICATE HIGH SCHOOL TWO YEAR POST-**SECONDARY** COLLEGE **GRADUATE** SCHOOL DOCTORAL SCHOOL SPECIAL SKILLS AND ADDITIONAL TRAINING Please describe any special job-related skills and qualifications acquired from employment, other education, or volunteer experiences, etc. Do not include any experiences that would indicate race, color, creed, religion, sex, sexual orientation, national origin, marital status, veteran status, disability, membership, or activity in a local commission, political affiliation, or age. MISCELLANEOUS Have you ever been discharged or asked to resign by any employer, whether or not listed on the next page? O Yes O No If yes, please identify the employer(s); date(s) of termination and reason(s) for termination:

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| Please provide the names of three business references who are not related to you: Name | | | REFERENCES | | | | |
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| Screw Products, Inc. has that same right. 6. I understand that if employed, I will comply with all policies, rules and procedures of Mankato Screw Products, Inc. | | supervisors, company personnel, schools have supplied during the selection processkills, abilities, performance of duties, and Mankato Screw Products with any job releme. I release all persons or companies for verifying statements on this application, rother persons to provide any information that will be used to determine if I am qual I understand that the information contained any state of the hiring process is NOT into Products, Inc. and myself. If an employment | s, and all others for the purpose of verifying the information that I ss and for obtaining job-related information regarding my knowledge, d compliance with policies. I authorize my prior employers to provide lated information, personal or otherwise, they may have regarding rom any liability or damages for obtaining or releasing information or resume, and portfolio. I further authorize all employers, schools, and or transcripts that may be requested by Mankato Screw Products lifted to perform the job duties for which I am applying. ed in the employment application or my being invited to participate in ended to create an employment contract between Mankato Screw ent relationship is established, I understand that I have the right to | | | | |
| | 6. | Screw Products, Inc. has that same right. 3. I understand that if employed, I will comply with all policies, rules and procedures of Mankato Screw | | | | | |
| , 5 = 5 = 10 mars | By signi | | understood, and agreed with the above statements | | | | |
| Date Signature | Date | , and a second of the second o | | | | | |

<u>Application Procedure</u> Mankato Screw Products, Inc. may not interview all applicants for their vacancies. Those applicants to be interviewed will be contacted by Mankato Screw Products, Inc. Applications will be considered active for six months year following their submission. If you wish to be further considered after this time, please submit a new application.

Essential Job Functions

| Job Title: | |
|-------------|--|
| Job Number: | |
| Department: | |
| ~ Paramont. | |

| Physical Requirements | | Wor | king Cor | <u>iditions</u> | | Mental Requirements | |
|--------------------------|------------------------------------|-------------------|--------------------------|------------------------------------|-----------------|--------------------------------------|----------------------------|
| ., <u>X</u> | | ng – general | $\underline{\mathbf{x}}$ | Works alone | | <u>x</u> | Reading - simple |
| $\underline{\mathbf{X}}$ | Close | e vision | <u>x</u> | Works w/ others | | X | Reading - complex |
| <u>X</u> | | ing/Listening | $\underline{\mathbf{x}}$ | Work | s around others | X | Writing - simple |
| $\underline{\mathbf{X}}$ | Clear | r speech – simple | <u>X</u> | Verbal contact w/ other | | S | Writing – complex |
| $\underline{\mathbf{x}}$ | | speech – complex | <u>X</u> | Face-to-face contact | | | Clerical |
| $\underline{\mathbf{X}}$ | Moto | or coordination | <u>X</u> | Shift work | | X | Memorization |
| | X | Dexterity | <u>X</u> | Extend | Extended day | | Analyzing |
| | X | Grip strength | <u>x</u> | Noise | • | <u>X</u> <u>X</u> | Perception/Comprehension |
| | X | Eye-Hand-Foot | <u>x</u> | Vibrat | ion | <u>x</u> | Math Skills |
| $\underline{\mathbf{x}}$ | Walk | | <u>X</u> | Mechanical Equipment | | X | Judgment |
| <u>X</u> | Liftin | | <u>X</u> | | ical Equipment | <u>X</u> | Decision making |
| | | 30 pounds | <u>X</u> | | rized Equipment | <u>x</u> | Independent action |
| | X | 50 pounds | $\underline{\mathbf{x}}$ | Motor | vehicles | $\underline{\mathbf{x}}$ | Planning |
| | _ | + 50 pounds | $\underline{\mathbf{x}}$ | | g Objects | X | Spatial Aptitude |
| <u>X</u> | Pushi | | | Fumes | | | |
| <u>X</u> | Pullin | C | $\underline{\mathbf{X}}$ | Dirt/D | ust | | |
| | | oing Flights | <u>X</u> | Gases | | | |
| $\underline{\mathbf{x}}$ | Carrying | | <u>X</u> | Chemicals Operation of Other Equip | | on of Other Equipment | |
| | | 15 pounds | | <u>X</u> | Oils | | |
| | $\underline{\mathbf{x}}$ 30 pounds | | | <u>X</u> | Solvents | (e.g. Da | ata Myte, drill sharpener, |
| X | Kneeling | | | _ Acids | | surface grinder, optical comparator, | |
| X | Stooping | | | _ | Base | etc.) | |
| $\underline{\mathbf{x}}$ | Bending | | <u>X</u> | Extrem | | | |
| _ | Sitting | | <u>x</u> | Extrem | e Cold | | Lathes |
| X | Reaching | | | | | X | Forklift |
| <u>X</u> | Flexibility | | | | | <u>X</u> | Screw Machine |
| | <u>x</u> Upper Body | | <u>Stress</u> | Stress Factors | | | |
| | <u>X</u> | Lower Body | | i. | | | |
| X | Standing | | . <u>X</u> | Repetit | | | |
| X | Repetitive Motion | | | High Pressure | | | |
| | X | Hand | X | Fatigue | | | |
| | $\underline{\mathbf{X}}$ | Wrist | $\underline{\mathbf{x}}$ | Boredom | | | |
| | $\underline{\mathbf{X}}$ | Arm | $\underline{\mathbf{x}}$ | Hazard | | | |
| | <u>x</u> Figures | | <u>X</u> | Product | ion deadlines | | |

I have reviewed the information on this form and I am able to meet these essential requirements.

I would like to discuss accommodations.

Signature Date Signature Date