



Northwest Research, Inc.

Employment Application | An Equal Opportunity Employer

*Incomplete applications will not be considered

PERSONAL			
Last Name	First	Middle	Date
Street Address			Home Telephone ()
City, State, Zip			Business Telephone ()
How long at present address?	Years	Months	
If less than 12 months at present address, please provide a previous address _____			
Have you ever applied for employment with us? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes: Month and Year _____ Location _____			
Position applying for:			Pay Expected:
<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary			Will you work overtime if asked? <input type="checkbox"/> Yes <input type="checkbox"/> No
If employment is offered, can you submit verification of your legal right to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No			Available Start Date ___/___/_____

EDUCATION					
SCHOOL	NAME & ADDRESS	COURSE OF STUDY	# OF YRS.	DID YOU GRADUATE?	DEGREE OR DIPLOMA
College					
High School					
Business/Trade					
Other Special Training or Skills (languages, computer, forklift, other machine operation, etc.)					Typing WPM _____
OFFICE USE ONLY					
A.R. Letter: _____ T.D. Letter: _____		Reviewed By:			
Applicant Selected: <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Smart Disposal	<input type="checkbox"/> Logistics Ops	<input type="checkbox"/> P.R.	
		<input type="checkbox"/> Research/Help Desk	<input type="checkbox"/> Input Ops	<input type="checkbox"/> Other: _____	
Interviewed By: _____		Interviewed By: _____ (Human Resources will NOT make any job offers without 2 "Interviewed By" signatures).			



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EMPLOYMENT

1. Company Name	Telephone ()
Address	Employed (month and year) From: ___/___ To: ___/___
Name of Supervisor	Hourly/Salary Pay Start:_____ Finish:_____
Job Title and Describe Your Work	Reason for Leaving

2. Company Name	Telephone ()
Address	Employed (month and year) From: ___/___ To: ___/___
Name of Supervisor	Hourly/Salary Pay Start:_____ Finish:_____
Job Title and Describe Your Work	Reason for Leaving

3. Company Name	Telephone ()
Address	Employed (month and year) From: ___/___ To: ___/___
Name of Supervisor	Hourly/Salary Pay Start:_____ Finish:_____
Job Title and Describe Your Work	Reason for Leaving



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Name: _____ Date: _____

Please list additional name(s) you have used during your previous employment or on official documents:

If you are currently employed, why do you want to leave your present employer?

May we contact your present employer for a reference? Yes No Not Currently employed

May we contact your previous employer(s) for a reference? Yes No

Do you have any commitments to another employer that might affect your employment with Northwest Research, Inc.?

Yes No If yes, please explain.

What do you consider to be your greatest strengths and how could they contribute to Northwest Research, Inc.

Are you self-motivated and able to work alone with little or no supervision? Explain.

Tell Northwest Research, Inc. why we should choose you over any other candidate.



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GENERAL

Have you ever been bonded? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, with what employer(s)?
Are you at least 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No	Who referred you?
Have you ever been convicted or plead no contest to any felony or misdemeanor? (All answers of "Yes" will not automatically result in the rejection of this application.) <input type="checkbox"/> Yes <input type="checkbox"/> No Explain: _____	

DRUG TESTING POLICY

Northwest Research, Inc. is committed to providing a safe work environment and to employing a work force free from the use of illegal drugs, either on or off the job. Northwest Research, Inc. has established an employment drug screening policy.

- As a condition of employment, all new employees will be required to submit to an employment drug test, either before they report for their first day of work or prior to the end of their ninety (90) day introductory period. The drug test will be conducted by Northwest's authorized representative, which, through urinalysis, will screen for the presence of illegal substances.
- Employees are also subject to ongoing random drug tests, to be performed at anytime, for any reason, during their employment with Northwest Research, Inc.
- The results will be maintained in a confidential file, and only released to Northwest Research, Inc., its representatives, or as otherwise authorized or required by law.
- The applicant releases Northwest Research, Inc. and its representative from all liabilities relating to the drug testing carried out under this policy, including without limitation, the release of the test results.
- Any employee identified with positive results will be denied employment at that time, unless the employee requests a retest of the same sample in accordance with the law, which results in a confirmed negative test outcome.
- Employees identified with positive results may reapply after six months from the date of the initial test

CERTIFICATION

I certify that the information in this application and related documents is true, correct, and complete. I understand that any falsification, misrepresentation or omission on this application is grounds for refusal to hire, or if hired, dismissal. I will not before, or during or after employment (regardless of whether an offer of employment is extended) divulge or appropriate to my own use, or to the use of others, except as you authorize or direct any secrets or confidential information obtained by me directly or indirectly during the course of any interview, facilities tour, employment or any other activity relating to the company.

I understand and agree that this application or any other documents, which I may receive, are not contracts of employment. I understand and agree that, if hired, my employment is "at-will" and will be for no definite period and may be terminated with or without cause and with or without notice at any time at the option of the company or myself.

I have read Northwest Research, Inc.'s policy on drug testing and understand that, as a condition of hiring, I am required to consent and submit to an employment drug test. I agree to all provisions set forth in the drug testing policy.

I hereby authorize Northwest Research, Inc. to conduct any and all background checks it deems necessary in evaluating my application. I also agree to notify my Northwest Contact, Supervisor, and the Northwest Research Inc.'s Security Department if I am arrested, have my Driver's License or any Professional License revoked, or become involved in any criminal court proceedings during my employment with Northwest Research, Inc.

Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin, handicap or veteran status.

Signature: _____ Date: _____