



Employment Application

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Date Available	Social Security No.	Desired Salary	
Position Applied for			
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?

EDUCATION			
High School		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

REFERENCES	
<i>Please list three professional references.</i>	
Full Name	Relationship
Company	Phone ( )
Address	
Full Name	Relationship
Company	Phone ( )
Address	
Full Name	Relationship
Company	Phone ( )
Address	

PREVIOUS EMPLOYMENT			
Company		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
MILITARY SERVICE			
Branch		From	To
Rank at Discharge		Type of Discharge	
If other than honorable, explain			
DISCLAIMER AND SIGNATURE			
<p>I hereby authorize Surecraft Door &amp; Hardware, Inc. to thoroughly investigate my background, references, employment record and other matters related to my suitability for employment. I authorize persons, schools, my current employer (if applicable), and previous employers and organizations contacted by Surecraft Door &amp; Hardware, Inc. to provide any relevant information regarding my current and/or previous employment and I release all persons, schools, employers of any and all claims for providing such information. I understand that misrepresentation or omission of facts may result in rejection of this application, or if hired, discipline up to and including dismissal. I understand that I may be required to sign a confidentiality and/or non-complete agreement, should I become an employee of Surecraft Door &amp; Hardware, Inc. I understand that nothing contained in this application, or conveyed during any interview which may be granted, is intended to create an employment contract. I understand that filling out this form does not indicate there is a position open and does not obligate Surecraft Door &amp; Hardware, Inc. to hire me. <b>(I understand and agree that my employment is at will, which means that it is for no specified period and may be terminated by me or Surecraft Door &amp; Hardware, Inc. at any time without prior notice for any reason.</b></p>			
Signature		Date	

# INSTALLATION EXPERIENCE

Using a scale of 0 to 10 please provide your level of experience in the following areas:

**EXAMPLE:**

0 = I've never performed this task but I'm highly motivated to listen and learn!

5 = I perform this task regularly and continue to improve my ability.

10 = Let's be honest, no one is a 10 – there's always room for improvement!

*\*Hint: Please be **HONEST** about your ability. It will help us place you appropriately and shows a bit about your character.*

RESIDENTIAL TRIM	EXPERIENCE LEVEL
EXTERIOR WOOD FRAMES	
EXTERIOR DOORS	
POCKET FRAMES	
INTERIOR PREFIT JAMBS AND DOORS	
WOOD SHELF AND POLE	
WALLMOUNT STAIR HAND RAIL	
PITCHED OR RAKE WALL CAP	
WINDOW STOOL AND APRON	
CROWN MOLDING	
WAINSCOTT	
EXTERIOR SHUTTERS	
INTERIOR HANDRAIL SYSTEMS	EXPERIENCE LEVEL
OPEN HANDRAIL WITH WOOD BALUSTERS	
CURVED HANDRAIL	
IRON BALUSTERS	
FALSE TREADS AND RISERS	
SKIRTBOARDS	
RESIDENTIAL HARDWARE	EXPERIENCE LEVEL
EXTERIOR LOCK UP AND WEATHER-STRIP	
INTERIOR DOOR HARDWARE (KNOBS, LEVERS, HINGES, STOPS, ETC)	
WIRE SHELVING	
BATH HARDWARE (TOWEL BARS, TOWEL RINGS, MEDICINE CABINETS, ETC)	
ABILITY TO RE-KEY CYLINDERS	
COMMERCIAL HARDWARE	EXPERIENCE LEVEL
HOLLOW METAL DOORS AND FRAMES	
DOOR CLOSERS, EXIT DEVICES, VERTICAL ROD DEVICES ETC	
COMMERCIAL BATHROOM ACCESSORIES	
COMMERCIAL BATHROOM PARTITIONS	