



Gipson Steel, Inc.
An Equal Opportunity Employer

Application for Employment

Date: _____

PERSONAL

Name: _____ **Soc. Sec. No.** _____
Last _____ First _____ MI _____

Address: _____
No. & Street, P O Box, RR NO., Apt. No. _____ City _____ State _____ Zip Code _____

Telephone No. Home: _____ Cell: _____

Position or type of work desired: _____

Salary Expected: _____ **Date Available:** _____

Are you now 18 years old or older? Yes No **Are you willing to work overtime?** Yes No

Have you ever been employed by Gipson Steel, Inc.? Yes No

If yes, when: _____ **Supervisor:** _____

Are you eligible for employment in the United States? Yes No **(Proper Documentation is Required)**

Do you have a valid drivers license and/or reliable transportation? Yes No

Drivers License State: _____ **Drivers License No.:** _____

Are you willing to take: A physical examination? Yes No **A drug screen?** Yes No

Have you ever been convicted of a felony? Yes No **(If Yes, please explain):** _____

EMERGENCY NOTIFICATION

	<u>Name</u>	<u>Relationship</u>	<u>Area Code/Phone No.</u>
1.	_____	_____	_____
2.	_____	_____	_____

EMPLOYMENT HISTORY

(List in order, last or present employer first. Make sure you list the telephone number of each employer.)

1. Company Name: _____ **City/State:** _____**Nature of Business:** _____ **Employed From:** _____ **To:** _____**Position:** _____ **Immediate Supervisor:** _____**Pay Starting:** _____ **Final:** _____ **Reason for leaving:** _____**Telephone No:** _____ **Duties:** _____**2. Company Name:** _____ **City/State:** _____**Nature of Business:** _____ **Employed From:** _____ **To:** _____**Position:** _____ **Immediate Supervisor:** _____**Pay Starting:** _____ **Final:** _____ **Reason for leaving:** _____**Telephone No:** _____ **Duties:** _____**3. Company Name:** _____ **City/State:** _____**Nature of Business:** _____ **Employed From:** _____ **To:** _____**Position:** _____ **Immediate Supervisor:** _____**Pay Starting:** _____ **Final:** _____ **Reason for leaving:** _____**Telephone No:** _____ **Duties:** _____**MILITARY SERVICE****Branch of Service:** _____ **Date inducted:** _____**Date discharged and rank:** _____**Primary military occupation:** _____**Duties and special training:** _____

EDUCATIONAL HISTORY

		<u>Dates Attended</u>	<u>Did You Graduate?</u>
High School	Name: _____	From: _____	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Location: _____	To: _____	
College	Name: _____	From: _____	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Location: _____	To: _____	
Trade/Technical School	Name: _____	From: _____	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Location: _____	To: _____	
Other	Name: _____	From: _____	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Location: _____	To: _____	

OTHER TRAINING AND SKILLS

Please supply the following information if it relates to the work desired:

Describe your experience related to the position for which you applied? _____

Where did you get the experience? _____

Check the following skills you possess or shop machines that you can operate:

Anglematic Blasting Burning Drill Fitting Welding
Plasma Arc Punch Roll Saw Shear Tacking

Other (Driving, Inspection Maintenance, Painting, etc.) _____

Please provide any additional information that you consider relevant to the position applied for, such as special skills, certifications, licenses, awards, etc. _____

PERSONAL REFERENCES (excluding former employers and relatives):NameAddressTelephone No.Occupation

1.

2.

APPLICANT CERTIFICATION

I UNDERSTAND THAT the completion of this application does not obligate Gipson Steel, Inc. in anyway. I ALSO UNDERSTAND THAT this application will be retained for active consideration for ninety (90) days from the date submitted.

I FURTHER UNDERSTAND THAT employment with Gipson Steel, Inc. is contingent upon a post-offer physical examination and drug screen as part of our efforts to provide a safe, drug-free workplace. I FINALLY UNDERSTAND THAT, if hired, there is a ninety (90) day probationary period for all employees hired at Gipson Steel, Inc.

I AUTHORIZE the procurement by Gipson Steel, Inc. of all available information from past and present employers and other applicable sources, except as may be noted otherwise herein. I HEREBY CERTIFY THAT, my answers to each of the previous questions are true, and realize that any evidence of falsification of information on this application may be considered adequate cause for discharge.

I HEREBY AUTHORIZE all past and present employers to release all records of my employment including: assessments of my job performance, ability, safety performance, attitude, attendance, etc. I FURTHER RELEASE all past and present employers from any and all liability of any type incurred as a result of providing all employment records to Gipson Steel, Inc.

In consideration of my employment, I agree to conform to Gipson Steel, Inc.'s company rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at anytime, at either my or Gipson Steel, Inc.'s option.

Applicant's Signature: _____ Date Submitted: _____

***** DO NOT WRITE BELOW THIS LINE *****

Interview: Yes No

Date: _____

Results of Interview: _____

Reference Check: #1 _____

#2 _____

#3 _____

Physical Exam Date: _____ Drug Screen Date: _____ Starting Rate: _____

Starting Date: _____ Position: _____

Approved By: _____ Comments: _____

Submit application in one of the following ways:

Fax to 601-485-5119, or Email to DCrane@gipsonsteel.com, or Return to Company at 2770 Sellers Drive, Meridian, MS 39301.