

Phone: (940) 761-5050
Fax: (940) 761-3317



5000 Central Freeway
Wichita Falls, Texas 76306

APPLICATION FOR EMPLOYMENT

Name: _____ Date: _____

Address: _____
(Street) (City) (Zip)

Primary Phone: _____ Email: _____

Position Applying for: _____

Referred by: Agency Friend/Relative Other

Have you ever worked for Kalco Machine in the past? Yes No

Are you at least 18 years of age? Yes No

Are you legally eligible for employment in the USA? Yes No

How long do you plan to reside in the United States? _____

Were you laid-off and subject to recall at a previous place of employment? Yes No

Type of employment desired (check all that apply)

FULL TIME PART TIME SEASONAL TEMPORARY

Asking Salary: _____

If you are enrolled in an institute of higher learning when is your expected graduation date? _____

Have you ever been arrested or convicted of a Felony? Yes No

Have you ever been arrested or convicted of a Misdemeanor? Yes No

If "YES" list Arrests, Convictions, and Dates: _____

Is there any reason you would not qualify for security clearance? Yes No

Answering "YES" to the above questions does not constitute an automatic bar to employment. Factors such as dates of an offense, seriousness and nature of the violation and position desired will be taken into account.

EDUCATIONAL BACKGROUND

| | | | |
|-----------|--|------------------|--|
| School: | | Years Completed: | |
| Location: | | Diploma/Degree: | |
| School: | | Years Completed: | |
| Location: | | Diploma/Degree: | |
| School: | | Years Completed: | |
| Location: | | Diploma/Degree: | |

EMPLOYMENT HISTORY

| | | | |
|------------------------------|--|-----------|--|
| Employer: | Address: | | |
| Phone Number: | Start Date: | End Date: | |
| Starting Job Title: | Ending Job Title | | |
| Starting Salary: | Ending Salary: | | |
| Supervisors Name: | Can this company be contacted for reference? <input type="radio"/> Yes <input type="radio"/> No | | |
| Duties and Responsibilities: | | | |

| | | | |
|------------------------------|--|-----------|--|
| Employer: | Address: | | |
| Phone Number: | Start Date: | End Date: | |
| Starting Job Title: | Ending Job Title | | |
| Starting Salary: | Ending Salary: | | |
| Supervisors Name: | Can this company be contacted for reference? <input type="radio"/> Yes <input type="radio"/> No | | |
| Duties and Responsibilities: | | | |

| | | |
|------------------------------|--|-----------|
| Employer: | Address: | |
| Phone Number: | Start Date: | End Date: |
| Starting Job Title: | Ending Job Title | |
| Starting Salary: | Ending Salary: | |
| Supervisors Name: | Can this company be contacted for reference? <input type="radio"/> Yes <input type="radio"/> No | |
| Duties and Responsibilities: | | |

| | | |
|------------------------------|--|-----------|
| Employer: | Address: | |
| Phone Number: | Start Date: | End Date: |
| Starting Job Title: | Ending Job Title | |
| Starting Salary: | Ending Salary: | |
| Supervisors Name: | Can this company be contacted for reference? <input type="radio"/> Yes <input type="radio"/> No | |
| Duties and Responsibilities: | | |

WORK REFERENCES (provide at least three)

| | | |
|---------------------|---------------|--------------|
| Name and Job Title: | Phone Number: | Years Known: |
| Name and Job Title: | Phone Number: | Years Known: |
| Name and Job Title: | Phone Number: | Years Known: |

ADDITIONAL TRAINING SKILLS, CERTIFICATES, AND ACCOMPLISHMENTS

| |
|--|
| |
|--|

MILITARY SERVICE

| | | |
|-------------------|------|------|
| Branch of Service | Rank | From |
| | | To |
| Branch of Service | Rank | From |
| | | To |

TO QUALIFY FOR THIS JOB, YOU MUST BE ABLE TO PERFORM THE FOLLOWING ESSENTIAL FUNCTIONS

- Lift/carry up to 20lbs (50lbs at times). Push/Pull up to 50lbs daily
- Bend/stoop/twist, make repetitive arm/wrist movements frequently. Reach below shoulders, grasp and squeeze small objects with hand(s) daily
- Climb stairs/ladders, walk on uneven walking surfaces, crouch/squat, knee/crawl, and/or reach above shoulders occasionally.
- Operate motor vehicles, forklifts, and other equipment/machinery occasionally.
- Work with/near machinery and/or other electricity daily. Work with/or near power tools frequently
- Work indoors with excessive noise daily.
- Stand 8-10 hours per day.
- Work with/near impact tools, chemicals, airborne particles, fumes, heights, and small metal shavings and cuttings. Work in a dusty environment with extreme temperatures occasionally.
- Read and understand instructions for operating electronic equipment. Speak and understand English and be able to hear the spoken word.
- Recall and follow complicated instructions.
- Have sufficient vision for depth perception and to process paperwork.
- Perform mathematical calculations.
- Comply with ALL safety requirements.

ARE YOU ABLE TO COMPLY/PERFORM THESE FUNCTIONS? Yes No

| |
|--------------------------------------|
| If you answered "NO" please explain: |
|--------------------------------------|

Disclaimer: The above statements are intended to describe the general nature and level of work performed by people assigned to a position. Additional duties and responsibilities may be required of the job holder based upon business needs and at the request of Kalco management.

MACHINE EXPERIENCE

| List the Machinery you can operate, years of experience, and skill level | | |
|--|-----------|---------------------------------|
| Machine | Years Exp | Skill Level (check one) |
| | | <input type="radio"/> Excellent |
| | | <input type="radio"/> Good |
| | | <input type="radio"/> Average |
| | | <input type="radio"/> Excellent |
| | | <input type="radio"/> Good |
| | | <input type="radio"/> Average |
| | | <input type="radio"/> Excellent |
| | | <input type="radio"/> Good |
| | | <input type="radio"/> Average |
| | | <input type="radio"/> Excellent |
| | | <input type="radio"/> Good |
| | | <input type="radio"/> Average |

OTHER EXPERIENCE

| List the Machinery you can operate, years of experience, and skill level | | |
|--|-----------|---------------------------------|
| Machine Assembly | Years Exp | Skill Level (check one) |
| | | <input type="radio"/> Excellent |
| | | <input type="radio"/> Good |
| | | <input type="radio"/> Average |
| | | <input type="radio"/> Excellent |
| | | <input type="radio"/> Good |
| | | <input type="radio"/> Average |
| Welding Experience (list types) | | <input type="radio"/> Excellent |
| | | <input type="radio"/> Good |
| | | <input type="radio"/> Average |
| Welding Experience (list types) | | <input type="radio"/> Excellent |
| | | <input type="radio"/> Good |
| | | <input type="radio"/> Average |

Will you work overtime if requested? Yes No

Do you have a Machinist Card or Certificate? Yes No

Rate yourself compared to other journeyman machinists on a scale of 1-10 (10 being the top)

- 1 2 3 4 5 6 7 8 9 10

SPELLING

During your job, you may be asked to check certain documents to verify they are printed correctly. This is a test of your skills to pick out incorrectly spelled words. Please check any words that you find spelled **INCORRECTLY**.

- | | | | |
|---------------------------------|---------------------------------|----------------------------------|----------------------------------|
| <input type="radio"/> received | <input type="radio"/> recieved | <input type="radio"/> equipment | <input type="radio"/> euipement |
| <input type="radio"/> tommorow | <input type="radio"/> tomorrow | <input type="radio"/> injury | <input type="radio"/> injery |
| <input type="radio"/> Wednesday | <input type="radio"/> Wendesday | <input type="radio"/> temporary | <input type="radio"/> temperary |
| <input type="radio"/> automatik | <input type="radio"/> automatic | <input type="radio"/> accedent | <input type="radio"/> accident |
| <input type="radio"/> Febuary | <input type="radio"/> February | <input type="radio"/> safety | <input type="radio"/> saftey |
| <input type="radio"/> employee | <input type="radio"/> employe | <input type="radio"/> supervisor | <input type="radio"/> superviser |
| <input type="radio"/> pleeze | <input type="radio"/> please | <input type="radio"/> operate | <input type="radio"/> operait |
| <input type="radio"/> office | <input type="radio"/> offise | <input type="radio"/> chemicil | <input type="radio"/> chemical |
| <input type="radio"/> computer | <input type="radio"/> computer | <input type="radio"/> machinary | <input type="radio"/> machinery |

PROOFREADING

During your job, you may be asked to check certain documents to verify they are printed correctly. Compare the following numbers and names. **If there is a difference, check the circle in front of the comparison.**

- | | | | |
|--------------------------------|--------|---|-----------------------|
| <input type="radio"/> 77535791 | 755791 | <input type="radio"/> Beaumont Tool & Die | Beaumont Tool and Die |
| <input type="radio"/> 19458 | 19458 | <input type="radio"/> P.L. Interlake, Inc | P.L. Interlake, Inc |
| <input type="radio"/> 1245 | 1254 | <input type="radio"/> Houston, Texas | Houston Texas |
| <input type="radio"/> 201685 | 201865 | <input type="radio"/> Magic Marker | Magic Market |
| <input type="radio"/> 11398 | 111398 | <input type="radio"/> Mr. Jon W. Cusseaux | Mr. John W Cusseaux |
| <input type="radio"/> 4078 | 4078 | <input type="radio"/> Bailantyne | Bailantyne |

ARITHMETIC

SHOW YOUR WORK (use no calculators or phones)

$$\begin{array}{r} 1) \quad 264 \\ \quad + 323 \\ \hline \end{array}$$

$$\begin{array}{r} 2) \quad 27 \\ \quad 38 \\ \quad + 51 \\ \hline \end{array}$$

$$\begin{array}{r} 3) \quad 196 \\ \quad - 88 \\ \hline \end{array}$$

$$\begin{array}{r} 4) \quad 3280 \\ \quad \times 26 \\ \hline \end{array}$$

$$\begin{array}{r} 5) \quad 486 \\ \quad \times 32 \\ \hline \end{array}$$

6) $528 \div 3 =$

7) $742 \div 8 =$

8) $(12 \frac{1}{2} + 2) \div 5 \frac{3}{4} =$

9) You have 10,000 parts to put on racks and each rack holds 50 parts. How many racks will you need?

10) Use the answer from #9: Five racks go into each box. How many boxes will you need?

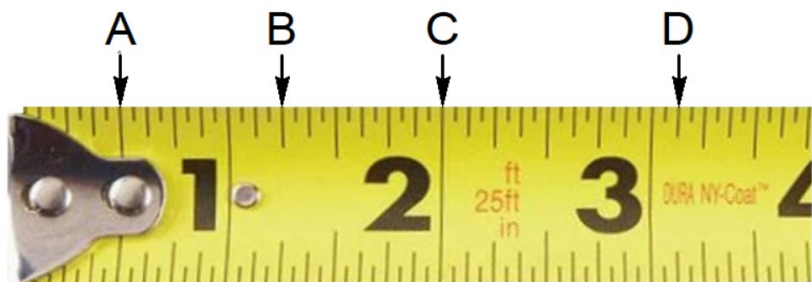
MEASURING

Do you know how to measure with a Micrometer? Yes No

Do you know how to measure with a Dial Caliper? Yes No

Write in the corresponding lengths:

| | |
|---|--|
| A | |
| B | |
| C | |
| D | |



APPLICANT'S CERTIFICATION AND AGREEMENT

I hereby certify the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize Kalco Machine & Manufacturing to verify their accuracy and to obtain reference information on my work performance. I hereby release Kalco Machine & Manufacturing from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information. I authorize any person, school, current employer, (except previously noted), past employer(s), government or investigative agencies, and other organizations that might be named in this application form (and attached resume, if any) to provide the company with relevant information and opinion that may be useful to Kalco Machine & Manufacturing in making a hiring decision. I release such persons from any legal liability in making such statement.

I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.

I understand that, if hired, I may not hold any other employment, nor engage in consulting, sales, investments or other activities that may create a conflict of interest with Kalco Machine & Manufacturing.

I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules, and regulations of employment of the Employer. However, I further understand that neither the policies, rules, and regulations of employment or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause.

Signature of Applicant _____ Date _____