



# EMPLOYMENT HISTORY

From:	To:	Employer:	Telephone: (    )
Starting Job Title/Final Title		Address:	
Immediate Supervisor & Title		Summarize The Nature Of Work Performed And Job Responsibilities	
May We Contact For Reference <input type="checkbox"/> Yes <input type="checkbox"/> No			
Reason For Leaving		Hourly Rate/Salary Start    \$                      Per                      Final    \$                      Per	

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## EDUCATIONAL BACKGROUND

School	Name/Location of School	Years Completed	GPA/Class Rank	Diploma/ Degree Received
High School				
Technical College				
College/ University				

## MILITARY SERVICE

Branch of Service	From	To	Rank & Duties	Date Discharged

## WORK REFERENCES

Name and Job Title	Telephone Number	# of years known
	( )	
	( )	
	( )	

## ADDITIONAL TRAINING, SKILLS, AND ACCOMPLISHMENTS

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**FOR DRIVING JOBS ONLY:** (skip this page if it does not apply)

Date of Birth \_\_\_\_\_ Do you have a valid driver's license?  Yes  No

Types of vehicles driven: \_\_\_\_\_ Years of Driving Experience \_\_\_\_\_

Driver's License No. \_\_\_\_\_ State \_\_\_\_\_ Expiration date: \_\_\_\_\_

Chauffeur License No. \_\_\_\_\_ State \_\_\_\_\_ Expiration date: \_\_\_\_\_

Were you involved in any accidents in the last three years?  Yes  No

If yes, how many and please describe with date: \_\_\_\_\_

\_\_\_\_\_

Have you ever had your driver's license suspended, withdrawn, or denied?  Yes  No

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Have you had any convictions for traffic violations in the last three years?  Yes  No

Have you ever had your driver's license suspended, withdrawn, or denied? \_\_\_\_\_

\_\_\_\_\_

**DRIVING LEGAL AGREEMENT**

The information on this application form is true and complete to the best of my knowledge. Should I be employed by CURT Manufacturing, LLC, any misrepresentation or false statement contained herein may be considered cause for possible dismissal. CURT Manufacturing, LLC has my permission to obtain all necessary information from the references I have listed, or any other sources, concerning my prior employment or personal history and I release all parties from any possible damages resulting from disclosing such information with or without prior written notice to me. I reserve the right to know the names and addresses of any investigative agencies used in order that I may learn the information contained in any reports furnished to CURT Manufacturing, LLC.

I understand this application does not constitute an employment contract of any kind. Should I be employed by CURT Manufacturing, LLC, I may resign such employment at any time at my discretion with or without prior notice and CURT Manufacturing, LLC may terminate my employment at any time at their discretion with or without prior notice.

*Applications and resumes are retained for six months. You will be contacted only if we have position meeting your qualifications available within those six months.*

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

# SPELLING

In the course of 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 circle any words that you find are spelled incorrectly.

received	received
tommorow	tomorrow
Wedensday	Wednesday
speeling	spelling
automatik	automatic
February	Febuary
pensil	pencil
realease	release
answers	ansers
polise	police
nowledge	knowledge
employee	employe
office	offise
pleeze	please

computor	computer
carring	carrying
equipment	equiptment
sommer	summer
allouance	allowance
injury	ingury
temporery	temporary
intervue	interview
incume	income
applikation	application
vialence	violence
alkohal	alcohol
skeduled	scheduled
accident	aksident

saftey	safety
hasardous	hazardous
supervisor	supervizer
nife	knife
brases	braces
exersize	exercise
werk	work
opearat	operate
kemical	chemical
regards	reguards
machinery	machiniry
enviroment	environment

Score \_\_\_\_\_

# PROOFREADING

Compare the following numbers and names. If there is a difference, circle the number in front of the comparison.

Example: (21) Mr. John K. Dannely    Mr. John K. Dannelly

1.	77535791	7535791
2.	19458	19458
3.	1245	1254
4.	9875320	0875320
5.	279681	279681
6.	563	536
7.	201685	201865
8.	663182	663182
9.	111398	11398
10.	4078	4078

11.	Magic Marker	Magic Market
12.	Mrs. Wilda longobucco	Mrs. Wilda Longobuccu
13.	Dr. John B. Antoniadis	Dr. John R Antoniadis
14.	P.L. Interlake, Inc.	P.L. Interlake inc.
15.	Bailantyne	Bailantyme
16.	Mr. John W. Cusseaux	Mr. John W. Cusseaux
17.	Beaumont Tool and Die	Beaumont Tool and Die
18.	Louise O. Oppeneim	Louis O. Oppeneim
19.	Minneapolis, Minnesota	Minneapolis, Minnesota
20.	John B. Masterson	John B. Mastersen

Score \_\_\_\_\_

# ARITHMETIC

- 1.) 
$$\begin{array}{r} 264 \\ + 323 \\ \hline \end{array}$$
- 2.) 
$$\begin{array}{r} 27 \\ 38 \\ 51 \\ + 74 \\ \hline \end{array}$$
- 3.) 
$$\begin{array}{r} 196 \\ - 88 \\ \hline \end{array}$$
- 4.) 
$$\begin{array}{r} 3,280 \\ \times 26 \\ \hline \end{array}$$
- 5.) 
$$\begin{array}{r} 486 \\ \times 32 \\ \hline \end{array}$$

6.)  $528 \div 3 =$  \_\_\_\_\_ 7.)  $742 \div 8 =$  \_\_\_\_\_ 8.)  $13 \frac{1}{2} + 2 \div 5 \frac{3}{4} =$  \_\_\_\_\_

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

10.) Five racks go into each box. How many boxes will you need? \_\_\_\_\_

11.) This table represents your time card for a week that you worked at one of our clients. Calculate the hours that you worked each day and indicate the total at the bottoms of each day of the week. Assume that your lunch break is unpaid. Put the weekly totals in the table to the right.

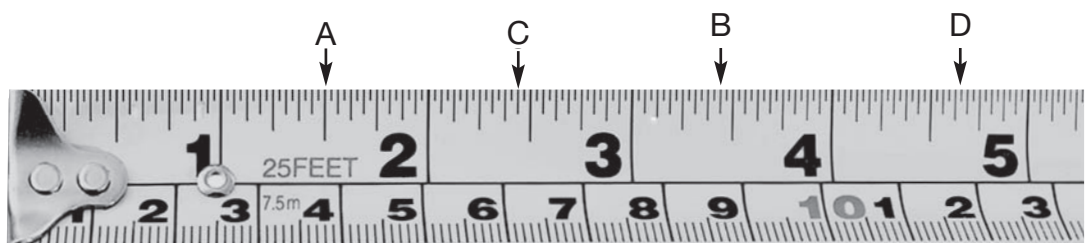
	Sun	Mon	Tue	Wed	Thur	Fri	Sat
In	x	7:00	8:00	7:00	6:59	7:03	x
Lunch	x	½ hr	½ hr	½ hr	½ hr	½ hr	x
Out	x	4:30	3:30	4:00	3:45	3:30	x
Total Hours	0						0

Weekly Totals		
Regular Hours	OT Hours	Total Hours

# TAPE MEASURE TEST

Write in the corresponding lengths

A	
B	
C	
D	



# LEGAL AGREEMENT

Please read carefully and initial each paragraph before signing

Initial here

	<p>By my signature and initials, I promise that the information provided in this employment (and accompanying resume, if any) is true and complete, and I understand that any false information or significant omission may disqualify me from further consideration for employment, and may be justification for my dismissal from employment by CURT Manufacturing, LLC. if I should be convicted of a felony or any crime involving dishonesty or a breach of trust while my job application is pending, or during my period of employment, if hired.</p>
	<p>I authorize any person, school, current employer (except as previously noted), past employer(s), government or investigative agencies, and other organizations that may be named in this application form (and accompanying resume, if any) to provide the company with relevant information and opinion that may be useful to CURT Manufacturing, LLC in making a hiring decision, and I release such persons and organizations from any legal liability in making such statements.</p>
	<p>I understand that, if hired, I may not hold other employment, nor engage in consulting, sales, investments or other activities that may create a conflict of interest with CURT Manufacturing, LLC.</p>
	<p>I understand that if employed and my employment is terminated by CURT Manufacturing, LLC for dishonesty, breach of trust or criminal acts, the authorities may be notified and I may be criminally prosecuted.</p>
	<p>I understand that this application does not, by itself, create a contract of employment. I understand and agree that, if hired, my employment is for no definite period of time, and may, regardless of the date of payment of my wages or salary, be terminated at any time. I understand that only the CEO or owners of CURT Manufacturing, LLC are authorized to change any of the terms of employment and that any changes must be specific and in writing.</p>

Print Name \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_