



**APPLICATION FOR EMPLOYMENT**

An Equal Opportunity Employer  
Application valid for six months only unless renewed in writing.

Date \_\_\_\_\_

Name \_\_\_\_\_ Social Security No. \_\_\_\_\_  
(Last) (First) (Middle)

Mailing Address \_\_\_\_\_  
Street Apt. No.  
City State (Zip) Phone \_\_\_\_\_

Message Phone(s) and Contact \_\_\_\_\_

**EMPLOYMENT DESIRED**

Specific Position(s) Applied For \_\_\_\_\_

Date Available for Work \_\_\_\_\_ Prefer Full-time \_\_\_\_\_ Part-time \_\_\_\_\_

Available For: Overtime: Yes  No  Shift Work: Yes  No

Overtime, weekend and shift work may be required by the Company as its operations require. We will try to accommodate your religious beliefs and practices as long as it does not present an unreasonable burden upon our operations.

Have you ever been convicted of a felony? If so, please explain. \_\_\_\_\_

**EDUCATION TRAINING**

(Circle last year completed)

High School 1 2 3 4

Business or Vocational 1 2

College 1 2 3 4

College 1 2 3 4

Professional Degrees, Certifi-

cates, On-the-Job Training,

Office Skills, Etc.

(Please list)

Name and Location of School	Field of Study	Degree	Graduated	
			Yes <input type="checkbox"/>	No <input type="checkbox"/>
			Yes <input type="checkbox"/>	No <input type="checkbox"/>
			Yes <input type="checkbox"/>	No <input type="checkbox"/>
			Yes <input type="checkbox"/>	No <input type="checkbox"/>

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EMPLOYMENT HISTORY – THIS SECTION MUST BE COMPLETED ENTIRELY**

Beginning with your present or most recent job, list below all, paid or unpaid, work experience during the last 10 years (or longer if pertinent to the position applied for). Describe each job separately, emphasizing your specific tasks and supervisory, technical or other responsibilities. Explain any gaps in your work experience that exceeded 6 months. If more space is needed, additional sheets may be attached.

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Present or Last Employer \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_  
(Street) (City) (State) (Zip)

Position or Title \_\_\_\_\_ Supervisor \_\_\_\_\_

Duties (be specific) \_\_\_\_\_

Date of Employment: From \_\_\_\_\_ To \_\_\_\_\_

If part-time, indicate average number of hours per week \_\_\_\_\_

Reason for leaving (or wishing to leave) \_\_\_\_\_

May we contact this employer for a work reference ? Yes  No

If no, please explain \_\_\_\_\_

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Name of Previous Employer \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_  
(Street) (City) (State) (Zip)

Position or Title \_\_\_\_\_ Supervisor \_\_\_\_\_

Duties (be specific) \_\_\_\_\_

Date of Employment: From \_\_\_\_\_ To \_\_\_\_\_

If part-time, indicate average number of hours per week \_\_\_\_\_

Reason for leaving (or wishing to leave) \_\_\_\_\_

May we contact this employer for a work reference ? Yes  No

If no, please explain \_\_\_\_\_

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Name of Previous Employer \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_  
(Street) (City) (State) (Zip)

Position or Title \_\_\_\_\_ Supervisor \_\_\_\_\_

Duties (be specific) \_\_\_\_\_

Date of Employment: From \_\_\_\_\_ To \_\_\_\_\_

If part-time, indicate average number of hours per week \_\_\_\_\_

Reason for leaving (or wishing to leave) \_\_\_\_\_

May we contact this employer for a work reference ? Yes  No

If no, please explain \_\_\_\_\_

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Name of Previous Employer \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
(Street) (City) (State) (Zip)  
Position or Title \_\_\_\_\_ Supervisor \_\_\_\_\_  
Duties (be specific) \_\_\_\_\_  
\_\_\_\_\_

Date of Employment: From \_\_\_\_\_ To \_\_\_\_\_  
If part-time, indicate average number of hours per week \_\_\_\_\_  
Reason for leaving (or wishing to leave) \_\_\_\_\_  
May we contact this employer for a work reference ? Yes  No   
If no, please explain \_\_\_\_\_

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Name of Previous Employer \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
(Street) (City) (State) (Zip)  
Position or Title \_\_\_\_\_ Supervisor \_\_\_\_\_  
Duties (be specific) \_\_\_\_\_  
\_\_\_\_\_

Date of Employment: From \_\_\_\_\_ To \_\_\_\_\_  
If part-time, indicate average number of hours per week \_\_\_\_\_  
Reason for leaving (or wishing to leave) \_\_\_\_\_  
May we contact this employer for a work reference ? Yes  No   
If no, please explain \_\_\_\_\_

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How were you referred to Toyo Tanso USA, Inc. ? \_\_\_\_\_  
Have you previously applied or worked at Toyo Tanso USA, Inc. ? Yes  No   
If yes, when and under what name \_\_\_\_\_  
If you are applying for a position that requires driving, do you have a valid driver's license Yes  No   
As part of the hiring process each applicant will be asked to undergo a physical examination, including urine drug screening.

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**BUSINESS/EDUCATIONAL REFERENCES**

1. Name of Reference \_\_\_\_\_  
Address \_\_\_\_\_  
Occupation \_\_\_\_\_ Phone \_\_\_\_\_
  2. Name of Reference \_\_\_\_\_  
Address \_\_\_\_\_  
Occupation \_\_\_\_\_ Phone \_\_\_\_\_
  3. Name of Relative or Friend at Toyo Tanso USA, Inc. \_\_\_\_\_  
Relationship \_\_\_\_\_ Department \_\_\_\_\_
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**Toyo Tanso USA, Inc.** maintains a continuing commitment to affirmative action, in accordance with state and federal laws and regulations, by providing equal opportunity for all employees and applicants for employment regardless of race, color, religion, national origin or ancestry, sex or age (except where sex or age is a bonafide occupational qualification as defined by the State of Oregon Human Rights Commission), marital status, veteran status, sensory, mental or physical disability or other characteristic protected by state or federal law.

Interviews are given on a competitive basis, using job-related factors, after a written application has been received and reviewed. Because of the large number of applications received, not everyone who applies for a vacant position will be interviewed.

I certify that I have answered truthfully and have not knowingly withheld any information relative to my application. I understand that my misrepresentation of this application will result in my being eliminated from further consideration. I further understand that, if accepted for employment, any misrepresentation which becomes known to Toyo Tanso USA, Inc. may be cause for termination.

I hereby authorize, Toyo Tanso USA, Inc. to verify my former employment and secure additional information if necessary. I release from liability or responsibility all persons and companies furnishing such information.

I understand that my employment with Toyo Tanso USA, Inc. is voluntarily entered into and I am free to resign at any time. Similarly, it is not the intent of Toyo Tanso USA, Inc. to create a contractual obligation with this application which may alter the right of Toyo Tanso USA, Inc. to terminate the working relationship at the will of Toyo Tanso USA, Inc. at any time. No oral or written statement by Toyo Tanso USA, Inc. or its management or supervisory representatives shall create such a contract.

I have no objection to signing an Employee Patent and Confidential Information Agreement.

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

\_\_\_\_\_  
Date

**APPLICATION VALID UNTIL  
CURRENT POSITION IS FILLED**

**FOR COMPANY USE ONLY**

Interviewed By	Date/Time	For
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Position Offered** \_\_\_\_\_ Exempt \_\_\_\_\_ Non-Exempt \_\_\_\_\_ Shift/Hours \_\_\_\_\_

**Date Of Offer** \_\_\_\_\_ **Date Employed** \_\_\_\_\_

Start Salary \_\_\_\_\_ Rate Range \_\_\_\_\_

Department \_\_\_\_\_ Supervisor \_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_