



endicott.com

EMPLOYMENT APPLICATION

(all new employees will be drug tested)

Instructions: please print all information and complete every part of this application. Any false, misleading, or incomplete responses may result in disqualification for hire or immediate dismissal from employment.

Position(s) applying for: 1. _____ 2. _____

Date you can start: _____

How did you learn about us? Radio advertisement Family Friend Other: _____

PERSONAL INFORMATION

Name: _____
First Middle Last

Home address: _____
Street Address City State Zip

Phone Number: _____ Email: _____

Shift requesting : 1st (5:30am-3pm) **2nd** (3pm-12:30am). Full-time or Part-time?
3rd shift maintenance (9pm-6:30am) Circle your request.

Have you been employed with us before? Yes or no? If yes, when? _____

Are you at least 18 years years of age? Yes or no? _____

Are you color blind? Yes or no? _____

Are you a U.S. citizen or authorized to work in the U.S.? Yes or no? _____

Are you fluent in English, Spanish, or both? _____

Have you ever been convicted of a criminal offense? Yes or no? If yes, please explain:

Note: a conviction record will not necessarily disqualify an applicant from employment.
The circumstances of the conviction will be considered in relation to the nature and duties of the job applied for.

OTHER SKILLS

Please describe any other special skills, qualifications, licenses or certificates held which may help you in the position you applied for.

EMPLOYMENT HISTORY

Company Name	Duration of job	Job Title	Reason for leaving
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I understand that this application is not a contract of employment. I also acknowledge that no oral representations have been made, and that no one within Endicott Clay Products Company has the authority to make oral contracts of employment. If hired, my employment relationship with the Endicott Clay Products Company is terminable at-will, with or without cause, by either myself or Endicott Clay Products Company.

I also understand that my employment will be conditioned upon successfully completing a drug, and color-blind test. I understand and agree to all of the conditions and statements set forth above, and throughout this application.

I understand that anytime throughout this application process or during my employment with Endicott Clay Products Company, I may request a copy of my job description which includes both my essential and physical functions of my job.

By signing below, I certify that the answers and information set out above are true, accurate and complete to the best of my knowledge. I acknowledge that if any answer or information is not true, accurate or complete, I may not be hired, or if hired, I may be discharged. I authorize Endicott Clay Products Company to investigate all statements contained in this application for employment and to investigate my character and qualifications.

Applicant's signature

Date

Applications may be sent to Endicott Clay Products Company Attn: Jaci Minge at P.O. Box 17, Fairbury, NE 68352, emailed to jacim@endicott.com, or visit our corporate office at 57120 707th Road, Endicott, NE 68350.