

# KWS MANUFACTURING COMPANY LTD.

## APPLICATION FOR EMPLOYMENT

It is the policy of the Company to provide equal opportunity with regard to all terms and conditions of employment. The Company complies with federal and state laws prohibiting discrimination on the basis of race, color, religion, creed, national origin, disability, veteran status, age or any other protected characteristics.

**INCOMPLETE APPLICATIONS MAY BE REJECTED**  
**PLEASE COMPLETE APPLICATION IN FULL**

Name \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

Position applied for \_\_\_\_\_

Full time \_\_\_\_\_ Part time \_\_\_\_\_ Date Available to start work \_\_\_\_\_

Have you ever worked for KWS before? \_\_\_\_\_ If so when \_\_\_\_\_

Rate of pay you are expecting \_\_\_\_\_

Do you have the legal right to be employed in the U.S.? \_\_\_\_\_

Are you of legal age to work? \_\_\_\_\_

Do you use tobacco/nicotine products? \_\_\_\_\_

During the past 15 years, have you ever been convicted of, or have you pled guilty or no contest to, a felony offense? If yes please explain in the space below. (Answering yes to this question will not automatically bar you from employment unless applicable law requires such action.)

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### How did you hear about employment opportunities with KWS?

- Referred by KWS Employee, please give name: \_\_\_\_\_
- Newspaper Ad, if so which newspaper \_\_\_\_\_
- Texas Workforce Commission
- Other \_\_\_\_\_

**Previous Employment** (Please list last three places of employment)

Company  
Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
Position \_\_\_\_\_ Employment Dates \_\_/ \_\_/ \_\_ to \_\_/ \_\_/ \_\_  
Reason for leaving \_\_\_\_\_  
Ending Pay \_\_\_\_\_

Company  
Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
Position \_\_\_\_\_ Employment Dates \_\_/ \_\_/ \_\_ to \_\_/ \_\_/ \_\_  
Reason for leaving \_\_\_\_\_  
Ending Pay \_\_\_\_\_

Company  
Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
Position \_\_\_\_\_ Employment Dates \_\_/ \_\_/ \_\_ to \_\_/ \_\_/ \_\_  
Reason for leaving \_\_\_\_\_  
Ending Pay \_\_\_\_\_

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**Education Background**

High School  
Name and location \_\_\_\_\_ Did you graduate? \_\_\_\_\_  
If no do you have GED? \_\_\_\_\_

Vocational or Other Training  
Name and location \_\_\_\_\_  
Course of study \_\_\_\_\_

College  
Name and location \_\_\_\_\_  
Course of study \_\_\_\_\_  
Did you graduate? \_\_\_\_\_

Skills

Please describe any skills or special training you have below

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**I CERTIFY THAT ALL THE INFORMATION SUBMITTED BY ME ON THIS APPLICATION IS TRUE AND COMPLETE, AND I UNDERSTAND THAT IF ANY FALSE INFORMATION, OMISSION OR MISREPRESENTATIONS ARE DISCOVERED, MY APPLICATION MAY BE REJECTED. IF I AM EMPLOYED, MY EMPLOYMENT MAY BE TERMINATED AT THAT TIME.**

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

**AUTHORIZATION FOR RELEASE of INFORMATION**

(Please read the following statements, sign below.)

I, \_\_\_\_\_, hereby authorize any investigator or duly accredited representative of KWS Manufacturing Co. Ltd. bearing this release to obtain any information from schools, residential management agents, employers, criminal justice agencies, or individuals, relating to my activities. This information may include, but is not limited to, academic, residential, achievement, performance, attendance, personal history, disciplinary, arrest, and conviction records. I hereby direct you to release such information upon request of the bearer. I understand that the information released is for official use by KWS Manufacturing Co. Ltd and may be disclosed to such third parties as necessary in the fulfillment of official responsibilities.

I hereby release any individual, including record custodians, from any and all liability for damages of whatever kind or nature which may at any time result to me on account of compliance, or any attempts to comply, with this authorization.

\_\_\_\_\_  
(Applicant's signature)

\_\_\_\_\_  
(Date)