



Hydraulic and Mechanical Formed Tube Assemblies

221 Airport Drive
Watertown, SD 57201
(605)882-2156
Fax: (605)882-4815
hr@dakotatube.com

This company is an equal opportunity employer and will not discriminate in the hiring process because of sex, religion, race, color, age, national origin, or disabilities.

APPLICANT INFORMATION

Form section for Applicant Information containing fields for Name, Date Available, Wage Desired, Address, and other personal details.

EMPLOYMENT HISTORY (MOST RECENT FIRST)

Form section for Employment History containing three identical blocks for recording previous jobs, including Employer, Supervisor, and job details.

EDUCATION HISTORY

Are you currently in school? Yes ___ No ___	Did you graduate from high school or receive a GED? Yes ___ No ___	
	Name of Institutions Attended	Grade Completed / Course of Study
High School		
College		

SKILLS

<p>Check below items that you have had training on and/or experience using:</p> <table style="width: 100%;"> <tr> <td></td> <td style="text-align: center;">Training</td> <td style="text-align: center;">Experience</td> </tr> <tr> <td>Band Saw</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Coil Saw</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Brazing/Welding</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Electro Plating</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Tape Measure</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Fork Lift</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Computer</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Robotics</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Blue Print Reading</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>		Training	Experience	Band Saw	<input type="checkbox"/>	<input type="checkbox"/>	Coil Saw	<input type="checkbox"/>	<input type="checkbox"/>	Brazing/Welding	<input type="checkbox"/>	<input type="checkbox"/>	Electro Plating	<input type="checkbox"/>	<input type="checkbox"/>	Tape Measure	<input type="checkbox"/>	<input type="checkbox"/>	Fork Lift	<input type="checkbox"/>	<input type="checkbox"/>	Computer	<input type="checkbox"/>	<input type="checkbox"/>	Robotics	<input type="checkbox"/>	<input type="checkbox"/>	Blue Print Reading	<input type="checkbox"/>	<input type="checkbox"/>	<table style="width: 100%;"> <tr> <td></td> <td style="text-align: center;">Training</td> <td style="text-align: center;">Experience</td> </tr> <tr> <td>CNC Machines</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Quality Auditing</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Scheduling</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Medical Training (explain):</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Other (explain): _____</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>_____</td> <td></td> <td></td> </tr> </table>		Training	Experience	CNC Machines	<input type="checkbox"/>	<input type="checkbox"/>	Quality Auditing	<input type="checkbox"/>	<input type="checkbox"/>	Scheduling	<input type="checkbox"/>	<input type="checkbox"/>	Medical Training (explain):	<input type="checkbox"/>	<input type="checkbox"/>	Other (explain): _____	<input type="checkbox"/>	<input type="checkbox"/>	_____		
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Do you have relatives working at Dakota Tube? Yes ___ No ___ If yes, list names & relationships:	In case of emergency, notify: Name: _____ Phone: _____ Relationship: _____
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After valid offer of employment can you submit verification of your legal right to work in the U.S.? Yes ___ No ___

REFERENCES (Do not list relatives)

Name	Occupation	Phone

During the past ten years have you served a sentence in jail or prison, plead guilty to or been convicted of a felony or gross misdemeanor for which a jail sentence could have been imposed? **Yes ___ No ___** You may answer no if the conviction or criminal records have been annulled, sealed, set aside or purged or if you have been pardoned pursuant to the law. **If you answered "yes" please provide details below.** Information coming from this question will not be used to automatically bar you from employment, unless related to the position of employment sought. Answering yes to this question does not constitute an automatic bar to employment. Factors such as the nature of the violation will be taken into account.

If employed, I agree that all material created and produced, all inventions and changes in processes developed during my employment are the exclusive property of Dakota Tube, Inc. To disclose, use or reveal this confidential information may result in disciplinary action up to and including possible discharge.

I hereby certify that to the best of my knowledge and belief the answers and statements in the application are correct. I expressly authorize without reservation, the employer, its representatives, employees or agents to contact and obtain information from all reference sources (personal & professional) employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in the application, resume or job interview. I hereby waive any and all right and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard. I hereby apply for employment upon the basis that it is strictly at will, and I understand that such employment may be terminated with or without cause at any time.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT

SIGNATURE: _____ **DATE:** _____