



# APPLICATION FOR EMPLOYMENT

1840 N. McCullough Street, Lima, OH 45801  
 Phone: 419-227-4421 Fax: 419-993-8176

*International Brake Industries is committed to the policy of equal employment opportunity in its personnel and employment practices. Your job-related experience and other qualifications will be considered without discrimination on grounds of race, color, religion, sex, national origin, age, disability or any other basis protected by applicable Federal or State Law. Please complete all information requested on the Application. Please note that an Investigative Background Report may be obtained and used for employment purposes.*

**APPLICANT'S NAME:** \_\_\_\_\_ **SSN:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_ **Email:** \_\_\_\_\_

Are you presently 18 years or older? Yes \_\_\_ No \_\_\_ Are you legally eligible for employment in the USA? Yes \_\_\_ No \_\_\_

Have you ever been employed or interviewed for employment by International Brake Industries? Yes \_\_\_ No \_\_\_

If yes, give details: \_\_\_\_\_ Date: \_\_\_\_\_

## EMPLOYMENT DESIRED

Position: \_\_\_\_\_ Regular Full-Time \_\_\_\_\_ Part-Time \_\_\_\_\_ Other: \_\_\_\_\_

Available Start Date: \_\_\_\_\_ Salary Required: \_\_\_\_\_ Will you work overtime if needed? \_\_\_\_\_

Will you work any shift? \_\_\_\_\_ Do you have obligations which would affect working as scheduled? \_\_\_\_\_

## MILITARY SERVICE (See Note Below\*)

Were you in the US Military? Yes \_\_\_ No \_\_\_ If yes, branch of service: \_\_\_\_\_

Dates of service: \_\_\_\_\_ Rating or Rank achieved: \_\_\_\_\_

Type of Discharge: \_\_\_\_\_ Special training received: \_\_\_\_\_

## EDUCATION AND TRAINING (See Note Below\*)

Institution	Number of Years Attended	Course of Study	Diploma or Degree(s)
Name of High School			
Name of College/Univ.			
List your skills with computers, software or any job-related equipment (continue on reverse, if additional space is needed).			

**NOTE:** To verify education attach a copy of your diploma, GED or transcript. To verify military service attach copy of DD-214.

## EMPLOYMENT HISTORY

*Start with most recent position, and go back at least five years. Continue on blank sheet, if needed.*

(1) Employer \_\_\_\_\_ Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_ Phone Number \_\_\_\_\_

Job Title \_\_\_\_\_ Dates Employed \_\_\_\_\_

Summary of Duties \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Ending Salary \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

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**EMPLOYMENT HISTORY (Continued)**

(2) Employer \_\_\_\_\_ Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_ Phone Number \_\_\_\_\_

Job Title \_\_\_\_\_ Dates Employed \_\_\_\_\_

Summary of Duties \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Ending Salary \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

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(3) Employer \_\_\_\_\_ Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_ Phone Number \_\_\_\_\_

Job Title \_\_\_\_\_ Dates Employed \_\_\_\_\_

Summary of Duties \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Ending Salary \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

**GENERAL INFORMATION**

List any friends or relatives working for IBI or who have worked for IBI: \_\_\_\_\_

Is there anything that precludes you from performing the essential functions of the position for which you are applying?

Yes\_\_\_\_ No\_\_\_\_ If yes, explain: \_\_\_\_\_

Have you ever been convicted of a crime, excluding misdemeanors and summary offenses, which have not been annulled or expunged or sealed by a court? Yes\_\_\_\_ No\_\_\_\_ If yes, describe: \_\_\_\_\_

**REFERENCES**

*Do not list relatives.*

(1) Name: \_\_\_\_\_ Telephone \_\_\_\_\_

Company Name: \_\_\_\_\_ Relationship \_\_\_\_\_

(2) Name: \_\_\_\_\_ Telephone \_\_\_\_\_

Company Name: \_\_\_\_\_ Relationship \_\_\_\_\_

**READ CAREFULLY BEFORE SIGNING**

I understand that, if employed by IBI, I am employed "at-will", which means the term of employment is not definite and my employment may be terminated at any time, with or without cause, or notice, by either myself or IBI. This statement constitutes the entire agreement between IBI and myself on the subject of termination, lay-off and/or discharge and can only be changed by a written agreement directed exclusively to me and signed and executed by the President of IBI and me.

I agree that in exchange for consideration of my possible employment with IBI, or in the event of employment, I will be bound by the Corporate Dispute Resolution Policy. As a result, Mediation, and, if unsuccessful, Arbitration will be the sole and exclusive remedies for any claims covered by the Policy and I agree not to pursue any such claims in Court through a judge or a jury. I acknowledge that I have had the opportunity to review the Corporate Dispute Resolution Policy prior to signing this document.

I hereby authorize IBI to verify the information given and to investigate my background as deemed necessary. I authorize former employers, personal references, or any other agencies, institutions or persons (collectively referred to as "persons"), to provide IBI any information they have regarding me without receiving written notice from me. I hereby release and agree to hold harmless from liability covenant not to sue any person providing information pursuant to this authorization. I hereby waive my right to written notice by my present and/or former employers whenever a disciplinary report, letter of reprimand or other disciplinary action regarding me is divulged to IBI by present or former employers.

I represent that the answers and information given by me in this Application are true and complete to the best of my knowledge. Without limiting the at-will employment relationship, I understand that my employment may be terminated at any time if you discover that I have provided incomplete, untrue or misleading answers in this Application, or on any other document or form executed by me at any time during my employment.

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

**HR OFFICE USE ONLY**

Interviewed by \_\_\_\_\_ Date \_\_\_\_\_ Hired: Yes\_\_\_\_ No\_\_\_\_

**As an applicant for employment with International Brake Industries (IBI),  
I understand the following:**

- This application will remain on active file for one year. If I am hired within this period, this form will be transferred to my individual personnel file.
- If I am not hired within one year, this application is no longer active and I will need to reapply for employment if I wish to be considered for a job with IBI.
- Any misrepresentation or falsification of information or omission will be cause for rejection of any application or for immediate dismissal.
- All information (including information on any accompanying resume) is subject to verification. I have attached the documents needed to verify education (copy of diploma or transcript) and/or military service (copy of DD Form 214).
- My employment may be contingent upon the results of a post-offer physical and/or drug screening analysis for substance abuse. The results of such analysis may be grounds for disqualifying me or terminating my employment.
- My employment is not guaranteed for any term, and my employment may be terminated by IBI or myself at any time and for any reason. No manager or other representative of IBI is authorized to make any oral or written assurance or promise of continued employment.
- My employment is conditioned upon the results of a reference check. I authorize IBI to contact former employers and references.

Signature \_\_\_\_\_

Date \_\_\_\_\_