



# MASTER RESEARCH & MANUFACTURING, INC.

*Aerospace High Performance Spherical, Rod End Bearings  
Critical Structural Machined Components and Assemblies*

## EMPLOYMENT APPLICATION

In completing this Application, we want to learn as much as possible about you. We trust that you will be honest about what you provide on this Application or during your interviews. Please do not withhold any information that, if disclosed, would affect your Application unfavorably. Our Application process is designed to help both of us decide whether you should join the **Master Research & Manufacturing, Inc. Team.**

### GETTING TO KNOW YOU

_____		Today's Date _____
Last Name _____	First Name _____	Middle _____
Present Street Address _____	City _____ State _____ Zip _____	How long have you lived there? _____
Previous Street Address _____	City _____ State _____ Zip _____	How long did you live there? _____
Home Phone Number with area code _____	Cell Phone Number with area code _____	
Have you ever worked for this Company? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, please give dates and position? _____		
Why do you want to work for us? _____		
What are you passionate about? _____		
What is the most important contribution you feel you could make to <b>Master Research &amp; Manufacturing, Inc.?</b> _____		
How did you hear about us or who referred you to <b>Master Research &amp; Manufacturing, Inc.?</b> _____		
What location are you applying for? _____		
What position are you applying for? _____	<input type="checkbox"/> FT <input type="checkbox"/> PT	
Rate desired per hour? _____		
Do you have any relative working for us? If so, who and in which location? _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Employee Name/Location _____		



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**WHERE HAVE YOU WORKED?**

This section of the Application highlights your past experience (where you worked and why you left) and growth (continuous learning). Please list the previous 10 years starting with your most recent employment. Please answer all of the questions completely. You may attach a resume if you wish, but this is not a substitute for completing this application.

May we contact your present employer?  Yes  No

		\$	
<b>Present or Last Employer</b>	<b>Employed From (mo/yr)</b>	<b>Starting Rate</b>	<b>Your Title or Position</b>
		\$	
<b>Address</b>	<b>Employed To (mo/yr)</b>	<b>Final Rate</b>	<b>Name and Title of Last Supervisor</b>
<b>City, State, Zip Code</b>	<b>Exact Reason for Leaving</b>		
<b>Telephone</b>			
<b>How are your skills from this position transferable to Master Research &amp; Manufacturing, Inc.?</b>			
<b>What is/was the most important contribution this present/former company provided to you?</b>			
<b>What is/was the most important contribution you have made to your present/former employer?</b>			
		\$	
<b>Employer</b>	<b>Employed From (mo/yr)</b>	<b>Starting Rate</b>	<b>Your Title or Position</b>
		\$	
<b>Address</b>	<b>Employed To (mo/yr)</b>	<b>Final Rate</b>	<b>Name and Title of Last Supervisor</b>
<b>City, State, Zip Code</b>	<b>Exact Reason for Leaving</b>		
<b>Telephone</b>			
<b>How are your skills from this position transferable to Master Research &amp; Manufacturing, Inc.?</b>			
<b>What is/was the most important contribution this present/former company provided to you?</b>			
<b>What is/was the most important contribution you have made to your present/former employer?</b>			



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**WHAT IS YOUR BACKGROUND?**

We believe in continuous learning. Please include personal as well as professional programs.

**EDUCATION/INDUSTRY CREDENTIALS**

School Name	Years Completed (Circle)	Diploma/Degree Is it Completed?	Describe Course of Study or Major	Describe Specialized Training, Experience, Skills and Extra-Curricular Activities
High School:	9 10 11 12	<input type="checkbox"/> Yes <input type="checkbox"/> No		
College/University:	1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Graduate/Professional:	1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Trade or Correspondence:		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Military Service		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Industry Specific Experience and/or Credentials				

**HOW ARE YOU VIEWED BY OTHERS?**

**PERSONAL AND PROFESSIONAL REFERENCES** (Please list persons who know you well other than your relatives.)

Name	Occupation	Address (Street, City and State)	Telephone Number	Number of Years Known

**CAN YOUR TEAM COUNT ON YOU?**

How many days of work have you missed in the last three years due to reasons other than paid holidays and vacation?



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Year	2011	Number of Days:	
Year	2010	Number of Days:	
Year	2009	Number of Days:	

**COMPLIANCE WITH THE LAW:**

Your past violation of criminal laws or other circumstances could impact your ability to work with our team members and clients.

- a) Have you ever pled guilty or "no contest" to, or been convicted of, or pled no contest or nolo contendere to a felony?  Yes  No
- b) Have you ever pled guilty or "no contest" to, or been convicted of, or pled no contest or nolo contendere to a misdemeanor (including any alcohol or substance-related traffic violations) that has not subsequently been expunged from your record  Yes  No

Note: Do not identify 1) any marijuana-related misdemeanor conviction occurring more than two year ago, 2) any conviction which has been expunged, sealed or eradicated by a court, 3) any misdemeanor convictions for which any probation has been completed and the case dismissed by the court, and 4) any criminal matter which resulted in a pretrial diversion program which has been successfully completed.

If you answered yes to [a] and/or [b] above please give dates and explain fully including disposition:

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Note: Answering Yes to the above questions does not constitute an automatic bar to employment. Each case will be determined on its own merits. If you are currently out on bail, or out on your own recognizance, in any pending criminal case please explain fully and give any pending court dates:

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**GOING FORWARD:**

We will evaluate your answers and contact you if we want to learn more about you through a face-to-face interview. To learn more about us visit our website at <http://www.master-research.com/>. Every **Master Research & Manufacturing, Inc.** employee has the ability to terminate their employment at any time with or without a reason and without notice. The **Master Research & Manufacturing, Inc.** enjoys similar rights. **Master Research & Manufacturing, Inc.** is an Equal Opportunity Employer.

Signature \_\_\_\_\_

Date \_\_\_\_\_



**Voluntary Self-Identification Form**

To All Applicants:

The Equal Employment Opportunity Commission (EEOC) requires organizations with federal contracts to complete an EEO-1 report each year. Completion of this data is voluntary and will not affect your opportunity for employment or terms or conditions of employment. This form will be used for EEO-1 reporting purposes only and will be kept separate from all other personnel records only accessed by Human Resources Department. Please return completed forms to the Human Resources Department.

**Name:** \_\_\_\_\_

**Job Title:** \_\_\_\_\_

**GENDER:**

(Please check one of the options below)

\_\_\_\_\_ Male

\_\_\_\_\_ Female

**RACE/ETHNICITY:**

(Please check one of the descriptions below corresponding to the ethnic group with which you identify.)

\_\_\_\_\_ **Hispanic or Latino** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.

\_\_\_\_\_ **White (Not Hispanic or Latino)** A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

\_\_\_\_\_ **Black or African American (Not Hispanic or Latino)** A person having origins in any of the black racial groups of Africa.

\_\_\_\_\_ **Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)** A person having origins in any of the peoples of Hawaii, Guam, Samoa or other Pacific Islands.

\_\_\_\_\_ **Asian (Not Hispanic or Latino)** A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

\_\_\_\_\_ **American Indian or Alaska Native (Not Hispanic or Latino)** A person having origins in any of the original peoples of North and South America (including Central America) and who maintain tribal affiliation or community attachment.

\_\_\_\_\_ **Two or More Races (Not Hispanic or Latino)** All persons who identify with more than one of the above five races.

**Date completed:** \_\_\_\_\_

PLEASE RETURN FORM TO HUMAN RESOURCES DEPARTMENT.