



General Production Employment Application Process

- Step One: Complete the Questionnaire
- Step Two: Complete the Application for Employment
- Step Three: Return the Forms to:
 - a. The WinTech Receptionist in Monett
 - b. Or/ The Dropbox in the Cassville Main Entry
- Step Four: Basic Industrial Test – must be completed in Monett
 - a. Cassville applicants may complete the test prior to a scheduled interview.

Applicant: _____ **Date:** _____
 (Print Full Name – First, Middle, Last)

Questionnaire

General: What do you know about WinTech?

Current Position: Tell us about your current job, and why you are looking for a new job?

Motivation: What are some skills you have that would be good when working on the production line?

Education: Do you have a high school diploma or GED – college or other educational certificates?

Computer Knowledge: Do you have any computer skills such as AutoCad, Excel, or Word?

Skills: List any other skills or experience such as welding or PLC:

FACILITY LOCATION:

I am willing to work at the Monett Facility: Yes ___ No ___

I am willing to work at the Cassville Facility: Yes ___ No ___

Preferred Facility Location: MONETT ___ CASSVILLE ___

Comment: _____

SHIFTS:

I am willing to work on these shifts: 1st ___ 2nd ___

Preferred Shift: 1st ___ 2nd ___

Comment: _____

OVERTIME:

I am able to work overtime when requested – including Saturdays: Yes ___ No ___

Comment: _____

DRIVER'S LICENSE:

I have a Valid/Current Driver's License: Yes ___ No ___ Chauffeurs License Class E: Yes ___ No ___

Class A CDL: Yes ___ No ___ Fork Lift Certified: Yes ___ No ___

I have reliable transportation to work: Yes ___ No ___

Comment: _____

I am available for employment on: _____

Additional Comments:

My Current and Active Phone #: _____ - _____ - _____

The information provided on the Questionnaire and Application for Employment is true and accurate to the best of my knowledge.

Print Name: _____

Signature: _____

EMPLOYMENT HISTORY

Give an accurate and complete employment record. Start with your present position or most recent employer.

Company Name: _____

Address: _____ City: _____ State: _____ Zipcode: _____

Phone #: _____ Supervisor: _____

Job Title / Type of Work Performed: _____

Employment Dates: From (MO/YEAR) _____ To (MO/YEAR) _____

Currently Employed: Yes _____ No _____ Hourly Rate: \$ _____ or Weekly Pay: \$ _____

Reason for Leaving: _____

We may contact this employer: Yes _____ No _____ / Reason _____

Company Name: _____

Address: _____ City: _____ State: _____ Zipcode: _____

Phone #: _____ Supervisor: _____

Job Title / Type of Work Performed: _____

Employment Dates: From (MO/YEAR) _____ To (MO/YEAR) _____

Currently Employed: Yes _____ No _____ Hourly Rate: \$ _____ or Weekly Pay: \$ _____

Reason for Leaving: _____

We may contact this employer: Yes _____ No _____ / Reason _____

Company Name: _____

Address: _____ City: _____ State: _____ Zipcode: _____

Phone #: _____ Supervisor: _____

Job Title / Type of Work Performed: _____

Employment Dates: From (MO/YEAR) _____ To (MO/YEAR) _____

Currently Employed: Yes _____ No _____ Hourly Rate: \$ _____ or Weekly Pay: \$ _____

Reason for Leaving: _____

We may contact this employer: Yes _____ No _____ / Reason _____

MILITARY SERVICE

Did you serve in the U.S. Armed Forces? Yes _____ No _____ Branch: _____

Describe any training received that is relevant to the position for which you are applying:

Retired: _____ Reserves: _____