



Hourly Position Announcement Application

Position Number Applied For: _____ Dept: _____ Shift: _____

Job Title: _____ Labor Grade: _____ Job Code: _____

Name: _____ Clock No.: _____ Seniority Date: _____

Time in Present Position: _____ Dept: _____ Shift: _____

1. Current Assignment

<u>Date Started</u>	<u>Job Title</u>	<u>Job Code</u>	<u>Labor Grade</u>	<u>Supervisor</u>	<u>General Foreman</u>
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Responsibilities: _____

II. Previous H.S. Assignments:

<u>Date Started</u>	<u>Job Title</u>	<u>Dept.</u>	<u>Supervisor</u>
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III. Applicable Outside Experience (Other than H.S.)

IV. Education/Training: (College, Technical, Home Study Courses, etc.)

V. My specific qualifications for this position are: (Note: list performance awards, perfect attendance, etc.)

(Date)

(Supervisor's Signature)

(Extension)

(Mail Stop)

Reminder: Please attach attendance records and performance appraisals for the last two years to your application.