

# Dakota Creek Industries, Inc.

P.O. Box 218  
820 Fourth Street  
Anacortes, WA 98221

## APPLICATION FOR EMPLOYMENT AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

<b>PERSONAL INFORMATION</b>			
NAME			DATE
<small>LAST</small>	<small>FIRST</small>	<small>MIDDLE</small>	
PRESENT ADDRESS			
<small>STREET</small>	<small>CITY</small>	<small>STATE</small>	<small>ZIP CODE</small>
PERMANENT ADDRESS			
<small>STREET</small>	<small>CITY</small>	<small>STATE</small>	<small>ZIP CODE</small>
PHONE NUMBER (      )	ARE YOU 18 YEARS OR OLDER?		YES ( ) NO ( )
ARE YOU EITHER A U.S. CITIZEN OR AN ALIEN AUTHORIZED TO WORK IN THE UNITED STATES?			YES ( ) NO ( )
<b>EMPLOYMENT DESIRED</b>	DAY ( )	SWING ( )	NIGHT ( )
POSITION	DATE YOU CAN START	SALARY DESIRED	
ARE YOU EMPLOYED NOW?	IF SO MAY WE CONTACT YOUR PRESENT EMPLOYER?		
EVER APPLIED TO THIS COMPANY BEFORE?	WHEN?		
HOW DID YOU HEAR ABOUT THIS JOB OPENING?			
<b>EDUCATION</b>	NAME & LOCATION OF SCHOOL	DID YOU GRADUATE?	SUBJECTS STUDIED
HIGH SCHOOL			
COLLEGE			
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL			
<b>GENERAL</b>			
SPECIAL SKILLS:			
INTERESTS:			
ACTIVITIES: (CIVIC, ATHLETIC, ETC.)			
<small>EXCLUDE ORGANIZATIONS, THE NAME OF WHICH INDICATES THE RACE, CREED, SEX, AGE, MARITAL STATUS, COLOR OR NATION OF ORIGIN OF ITS MEMBERS)</small>			
U.S. MILITARY OR NAVAL SERVICE:	RANK:	PRESENT MEMBERSHIP IN NATIONAL GUARD OR RESERVES	YES ( ) NO ( )

\*THE AGE DISCRIMINATION EMPLOYMENT ACT OF 1987 PROHIBITS DISCRIMINATION ON THE BASIS OF AGE WITH RESPECT TO INDIVIDUALS WHO ARE AT LEAST 40 YEARS OF AGE.

CONTINUED ON OTHER SIDE

**FORMER EMPLOYERS:** (LIST BELOW THE LAST THREE EMPLOYERS, STARTING WITH LAST ONE FIRST)

DATE MONTH AND YEAR	NAME, CITY, PHONE # OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				

WHICH OF THESE JOBS DID YOU LIKE BEST?

WHAT DID YOU LIKE MOST ABOUT THIS JOB?

**REFERENCES:** GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.

	NAME	ADDRESS	PHONE	BUSINESS
1				
2				
3				

"I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL. I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, AND RELEASE ALL PARTIES FROM ALL LIABILITY AND DAMAGE THAT MAY RESULT FROM FURNISHING SAME TO YOU. I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD, AND MAY BE TERMINATED AT ANY TIME."

SIGNATURE

DATE:

IN CASE OF EMERGENCY NOTIFY:

PHONE:

DO NOT WRITE BELOW THIS LINE

INTERVIEWED BY:

DATE:

REMARKS:

DRUG TEST DATE:

FORM #

RESULTS:

NEGATIVE ( )

POSITIVE ( )

HIRED: YES ( )

NO ( )

POSITION:

DEPT. #

STARTING WAGE:

REPORT TO:

CREW #

NEW EMPLOYEE ORIENTATION DATE:

TIME:

# INDIVIDUAL CRAFT SELF-EVALUATION

Enter a code on each line in ability column and preference column for each craft.

## ABILITY CODES:

- 0 - Have no idea
- 1 - Have observed and worked as a helper
- 2 - Could perform with training & supervision
- 3 - Have done this before, but need time to renew my skills
- 4 - Can perform with minimal supervision & directions
- 5 - Point me in the right direction



## PREFERENCE CODES:

Rate on scale of 0 - 5  
(5 being highest preference)



## ABILITY

## PREFERENCE

_____	<b>CARPENTRY</b>	_____
_____	<b>WELDING</b>	_____
_____	<b>FITTER</b>	_____
_____	<b>PAINTING</b>	_____
_____	<b>PIPE WELDER</b>	_____
_____	<b>ELECTRICAL</b>	_____
_____	<b>HYDRAULICS</b>	_____
_____	<b>MACHINIST</b>	_____
_____	<b>MECHANIC</b>	_____
_____	<b>STOCKROOM/WAREHOUSE</b>	_____
_____	<b>EQUIPMENT OPERATOR</b>	_____
_____	<b>CRANE</b>	_____
_____	<b>FORKLIFT</b>	_____
_____	<b>OFFICE SKILLS</b>	_____
_____	<b>COMPUTER SKILLS</b>	_____

Please indicate if you possess the following:

- ◆ Valid WA State Driver's License                    ( ) Yes                    ( ) No
- ◆ Commercial Driver's License                    ( ) Yes                    ( ) No
- ◆ C-Stop Card                    ( ) Yes                    ( ) No
- ◆ Welding Certs                    ( ) Yes                    ( ) No

Specify: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have any training in the following areas?

- ◆ Confined Space Entry                    ( ) Yes                    ( ) No
- ◆ CPR                    ( ) Yes                    ( ) No
- ◆ First Aid                    ( ) Yes                    ( ) No
- ◆ Computer Programs                    ( ) Yes                    ( ) No

(Auto Cad, Spreadsheets, etc.)  
Specify \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you possess a Shipyard Competent Person (SCP) card? ( ) Yes ( ) No

Are you or have you ever been a member of:

- ◆ Volunteer Fire Department?                    ( ) Yes                    ( ) No
- ◆ Mountain Rescue?                    ( ) Yes                    ( ) No
- ◆ Ski Patrol?                    ( ) Yes                    ( ) No

Please list any other training, special skills, or comments you may have:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE



**Dakota Creek Industries Inc.**

**CHEMICAL SUBSTANCE SCREENING  
CONSENT FORM**

As an applicant for employment with Dakota Creek Industries, Inc., I understand I must submit to and pass a Chemical Substance Screening. I further understand that if I test positive for a Chemical Substance I will not be hired. If at a later date I can present documented proof of being chemical substance free and at that time pass the Chemical Substance Screening, at my own expense, I will again be eligible for employment with Dakota Creek Industries.

Please check one and sign below:

- I consent to substance abuse screening.
  
- I refuse to submit to substance abuse screening. Please withdraw my application for employment.

---

SIGNATURE

PRINT NAME

DATE

## (PLEASE DO NOT ATTACH TO APPLICATION)

### Voluntary EEO Self-Identification Form (Applicants)

We are subject to certain nondiscrimination and affirmative action recordkeeping and reporting requirements. In order to comply with these laws, we invite applicants to voluntarily self-identify their race/ethnicity and gender. Submission of the information is voluntary and refusal to provide it will not affect your application for employment. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement purposes. When reported, data will not identify any specific individual.

#### RACE/ETHNICITY

**1. Please answer the following question:**

**Are you Hispanic or Latino?**

*(Hispanic or Latino includes all persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.)*

Yes

No

**If you answered “yes” to question 1 above, proceed directly to question 3 below. If you answered “no” to question 1 above, answer questions 2 and 3 below.**

**2. Please identify the category that corresponds to your race/ethnicity. You may mark only one category.**

\_\_\_ White (Not Hispanic or Latino)

*(White (Not Hispanic or Latino) includes all persons having origins in any of the original peoples of Europe, the Middle East or North Africa.)*

\_\_\_ Black or African American (Not Hispanic or Latino)

*(Black or African American (Not Hispanic or Latino) includes all persons having origins in any of the black racial groups of Africa.)*

\_\_\_ Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)

*(Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino) includes all persons having origins in any of the peoples of Hawaii, Guam, Samoa or other Pacific Islands.)*

\_\_\_ Asian (Not Hispanic or Latino)

*(Asian (Not Hispanic or Latino) includes all persons 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)  
*(American Indian or Alaska Native (Not Hispanic or Latino) includes all persons 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)  
*(Two or More Races (Not Hispanic or Latino) ) includes all persons who identify with more than one of the above five races.)*

## **GENDER**

**3. Please identify the category that corresponds to your gender. You may mark only one category.**

\_\_\_ Male

\_\_\_ Female

\_\_\_ **I do not wish to self-identify.**

Name \_\_\_\_\_

Job Title \_\_\_\_\_

*Dakota Creek Industries is an equal opportunity employer and does not discriminate against individuals on the basis of race, ethnicity, gender, national origin, religion, age, disability or any other prohibited basis.*