



# EMPLOYMENT APPLICATION

Hercules Manufacturing Company  
 800 Bob Posey Street PO Box 497  
 Henderson, KY 42419

270-826-9501  
[careers@herculesvanbodies.com](mailto:careers@herculesvanbodies.com)  
[www.herculesvanbodies.com](http://www.herculesvanbodies.com)

## PLEASE READ BEFORE COMPLETING THIS APPLICATION

Hercules Manufacturing is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, national origin, sexual orientation, citizenship, age or disability. We assure you that your opportunity for employment with Hercules Manufacturing depends solely on your qualifications. Proof of identity and work authorization will be required upon employment in accordance with federal regulations. Hercules has a drug and alcohol policy that requires pre-employment drug testing as a condition for employment as well as random testing after employment. A skills test of basic math, measurement and reading instructions will be required of all applicants. As a means of accommodation to persons with specific disabilities that prevent them from completing this application, confidential assistance in filling out this application may be obtained by contacting the Human Resource Department.

POSITION APPLYING FOR: \_\_\_\_\_

Are you currently employed?  Yes  No      If yes, may we contact your current employer?  Yes  No

Have you applied to Hercules Manufacturing Company before?  Yes  No    If so, when? \_\_\_\_\_

If a conditional offer of employment was extended to you, when could you report to work? \_\_\_\_\_

Applicant Name:				Phone Number:		
Address:					Apt. #	
City:		State:		Zip Code:		
Email:						

Are you available to work overtime and weekends?  Yes  No

Are you at least 18 years of age or older?  Yes  No

Are you legally eligible to work in the United States?  Yes  No

*If offered employment, you will be required to provide documentation to verify eligibility.*

Can you perform the essential functions of the position you are applying for, with or without reasonable accommodation?

Yes  No

Have you ever been arrested or convicted of a crime that has not been expunged by a court of law?  Yes  No

If yes, please explain (a conviction will not alone disqualify an applicant for employment):

### Education

Circle Highest Grade Completed: 8 9 10 11 12

Did you receive a diploma/GED?  Yes  No

College/University: 1 2 3 4    Did you receive a degree/certificate?  Yes  No    Title: \_\_\_\_\_

List any vocational certificates you have received: \_\_\_\_\_

Type of School	School/Institution & Location	Course of Study	Degree or Diploma	Years
High School				
College/Technical				

Military/Other			
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### Employment History

Starting with your most recent employer, list your work history up to the last 10 years, including time employed by the US Military. Highlight your knowledge, skills & abilities which best demonstrate your qualifications for employment with Hercules Manufacturing Company. Use additional pages if necessary.

Company Name:		Phone Number:	
Address:		Employment Dates:	Start (mo/yr)      End (mo/yr)
Job Title/Position:		Supervisor Name:	
Hourly Wage/Salary:		Reason for Leaving:	
Job Duties:			

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Job Title/Position:		Supervisor Name:	
Hourly Wage/Salary:		Reason for Leaving:	
Job Duties:			

### References

List professional references, not related to you, who know your qualifications:

Name	Address (city, state)	Phone Number	Relationship

How did you hear about us (*check all that apply*)?

- Indeed.com  
  Monster.com  
  Radio  
  Newspaper  
  Employee Referral  
  Walk-In  
 Other: \_\_\_\_\_

**PLEASE READ CAREFULLY AND SIGN THAT YOU UNDERSTAND AND ACCEPT THIS INFORMATION.**

I certify that the information on this application and its supporting documents is accurate and complete. I understand and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. I authorize Hercules Manufacturing Company to investigate, without liability, all statements contained in this application and supporting materials. I authorize references and former employers, without liability, to make full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a criminal background investigation, and/or screening for illegal substances upon conditional offer of employment. I understand that this document is NOT an offer of employment, and that an offer of employment, if tendered, does NOT constitute a contract for continued guaranteed employment. I understand that staff employees of Hercules Manufacturing Company serve at-will, and the employment relationship may be terminated at any time by either party, or any or no reason, other than a reason prohibited by law. If employed, I will be required to furnish proof of eligibility to work in the United States, to file a State security questionnaire and State loyalty oath, and to comply with company and departmental regulations. I understand that the first 90 days of regular employment represent an

introductory period, during which I would not be eligible to apply for transfer or promotion and during which I may be terminated without right of appeal.

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Signature \_\_\_\_\_

Date