



Employment Application

500 South Spencer Avenue, P.O. Box 468 • Newton, Kansas 67114-0468 • 316-284-2020

Bunting® Magnetic Co. is an Equal Opportunity Employer; in compliance with federal and state laws, we do not base employment decisions on race, color, religion, sex, disability, national origin, age or ancestry. Please answer the following questions honestly and completely.

PERSONAL INFORMATION

Last Name: _____ First _____ Initial _____ A/C Telephone _____ Date Applied _____

Present Street Address _____ City _____ State _____ Zip Code _____ How Long? _____

Former Street Address _____ City _____ State _____ Zip Code _____ How Long? _____

Position Desired (first choice) _____ Position Desired (second choice) _____

Shift Preference ____ Days ____ Evenings If offered employment, when could you begin work? _____

Are you legally eligible for employment in the U.S.? ____ Yes ____ No Are you over the age of 18? ____ Yes ____ No

Have you previously worked for Bunting® Magnetics Co. ____ Yes ____ No If so, when? _____

Have you ever been convicted of a felony? ____ Yes ____ No If so, please explain _____

(Note: Prior convictions will not necessarily preclude your from employment; factors relating to age and time of the offense, seriousness and nature of the violation, and rehabilitation will be considered. However, failure to complete this question honestly and completely will result in your application being discarded.)

EDUCATION INFORMATION

Name and Location of School	Diploma/Degree Received?		Course of Study/Type of Degree
High School: _____	____ Yes	____ No	_____
Vocational: _____	____ Yes	____ No	_____
College: _____	____ Yes	____ No	_____
Other: _____	____ Yes	____ No	_____

MILITARY SERVICE INFORMATION

Have you ever served in any branch of the U.S. Military? ____ Yes ____ No

If yes, what education or experience might be related to possible employment? _____

EMPLOYMENT HISTORY

Company Name	Address	Name of Supervisor	Tele #	May We Contact?
--------------	---------	--------------------	--------	-----------------

Beginning Date	Beginning Pay	Ending Date	Ending Pay
----------------	---------------	-------------	------------

Work Performed	Reason for Leaving
----------------	--------------------

Company Name	Address	Name of Supervisor	Tele #	May We Contact?
--------------	---------	--------------------	--------	-----------------

Beginning Date	Beginning Pay	Ending Date	Ending Pay
----------------	---------------	-------------	------------

Work Performed	Reason for Leaving
----------------	--------------------

Company Name	Address	Name of Supervisor	Tele #	May We Contact?
--------------	---------	--------------------	--------	-----------------

Beginning Date	Beginning Pay	Ending Date	Ending Pay
----------------	---------------	-------------	------------

Work Performed	Reason for Leaving
----------------	--------------------

Company Name	Address	Name of Supervisor	Tele #	May We Contact?
--------------	---------	--------------------	--------	-----------------

Beginning Date	Beginning Pay	Ending Date	Ending Pay
----------------	---------------	-------------	------------

Work Performed	Reason for Leaving
----------------	--------------------

PERSONAL REFERENCES

(Please list three persons other than relatives)

Name	Address	Tele #	Years Acquainted
------	---------	--------	------------------

Name	Address	Tele #	Years Acquainted
------	---------	--------	------------------

Name	Address	Tele #	Years Acquainted
------	---------	--------	------------------

EXPERIENCE and TRAINING (Clerical Applications)

Category	Yrs of Experience	Company/School	Category	Yrs of Experience	Company/School
Acct. Receivable (300)			Typing - WPM (435)		
Acct. Payable (415)			Spreadsheets (430)		
Data Entry (355)			Word Processing (440)		
Filing (420)			Other (990)		
Receptionist (505)			Other (990)		

EXPERIENCE and TRAINING (Manufacturing Applications)

Category	Yrs of Experience	Company/School	Category	Yrs of Experience	Company/School
Assembly (015)			Deburr/Grinding (125)		
Blue Prints (025)			Vertical Mill (130)		
Brake Press (030)			OD Grinder (135)		
Custodian (040)			Spray Painting (140)		
CAD Oper (315)			Punch Press (145)		
Drill Press (045)			Metal Saw (150)		
Inspection (060)			Maint. Mech. (115)		
Jig Bore (065)			Shear (160)		
CNC Lathe (070)			Shipping/Receiving (165)		
Manual Lathe (075)			Surface Grinder (180)		
Turret Lathe (080)			Tool Maker (185)		
CNC Machining Center (090)			Mig Welding (200)		
Machinist (095)			Tig Welding (205)		

Please describe any supervision/management experience you may have: _____

Please list any additional information that may be helpful in considering your application: _____



ORGANIZATION SURVEY

The purpose of this survey is to assist our organization in understanding the job behaviors of both individuals and groups, with the objective of improving management effectiveness, communication and motivation.

Name: _____ Position: _____
Date: _____ Status: Employee Applicant

GENERAL INSTRUCTIONS

Please read the instructions at the top of Section One.
When you complete Section One, proceed to Section Two.
Complete the Survey by yourself without any assistance.
The survey is not timed, so take whatever time you need to complete it.
Thank you for your assistance.

SECTION ONE

Please read down the columns and check those words which you believe
describe yourself.

Place a question mark before any word where you are uncertain of the meaning.

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Self-assured | <input type="checkbox"/> Individualistic | <input type="checkbox"/> Strong-willed | <input type="checkbox"/> Venturesome |
| <input type="checkbox"/> Friendly | <input type="checkbox"/> Good-mixer | <input type="checkbox"/> Cheerful | <input type="checkbox"/> Witty |
| <input type="checkbox"/> Easygoing | <input type="checkbox"/> Retiring | <input type="checkbox"/> Peaceful | <input type="checkbox"/> Composed |
| <input type="checkbox"/> Skilled | <input type="checkbox"/> Cautious | <input type="checkbox"/> Loyal | <input type="checkbox"/> Controlled |
| <input type="checkbox"/> Dissatisfied | <input type="checkbox"/> Emotional | <input type="checkbox"/> Appreciative | <input type="checkbox"/> Fearful |
| <input type="checkbox"/> Ingenious | <input type="checkbox"/> Clever | <input type="checkbox"/> Original | <input type="checkbox"/> Inventive |
| <input type="checkbox"/> Decisive | <input type="checkbox"/> Opportunistic | <input type="checkbox"/> Influential | <input type="checkbox"/> Confrontive |
| <input type="checkbox"/> Enthusiastic | <input type="checkbox"/> Likable | <input type="checkbox"/> Playful | <input type="checkbox"/> Fashionable |
| <input type="checkbox"/> Content | <input type="checkbox"/> Accepting | <input type="checkbox"/> Calm | <input type="checkbox"/> Moderate |
| <input type="checkbox"/> Accurate | <input type="checkbox"/> Organized | <input type="checkbox"/> Precise | <input type="checkbox"/> Exacting |
| <input type="checkbox"/> Trusting | <input type="checkbox"/> Meek | <input type="checkbox"/> Nervous | <input type="checkbox"/> Immature |
| <input type="checkbox"/> Creative | <input type="checkbox"/> Imaginative | <input type="checkbox"/> Innovative | <input type="checkbox"/> Humorous |
| <input type="checkbox"/> Determined | <input type="checkbox"/> Self-confident | <input type="checkbox"/> Ambitious | <input type="checkbox"/> Resourceful |
| <input type="checkbox"/> Outgoing | <input type="checkbox"/> Supportive | <input type="checkbox"/> Talkative | <input type="checkbox"/> Popular |
| <input type="checkbox"/> Patient | <input type="checkbox"/> Mild | <input type="checkbox"/> Unhurried | <input type="checkbox"/> Deliberate |
| <input type="checkbox"/> Efficient | <input type="checkbox"/> Meticulous | <input type="checkbox"/> Worrying | <input type="checkbox"/> Respectful |
| <input type="checkbox"/> Egotistical | <input type="checkbox"/> Suggestible | <input type="checkbox"/> Moody | <input type="checkbox"/> Impulsive |
| <input type="checkbox"/> Reflective | <input type="checkbox"/> Inquisitive | <input type="checkbox"/> Analytical | <input type="checkbox"/> Mischievous |
| <input type="checkbox"/> Self-reliant | <input type="checkbox"/> Daring | <input type="checkbox"/> Demanding | <input type="checkbox"/> Strict |
| <input type="checkbox"/> Attractive | <input type="checkbox"/> Sociable | <input type="checkbox"/> Animated | <input type="checkbox"/> Gregarious |
| <input type="checkbox"/> Relaxed | <input type="checkbox"/> Passive | <input type="checkbox"/> Awkward | <input type="checkbox"/> Methodical |
| <input type="checkbox"/> Conscientious | <input type="checkbox"/> Thorough | <input type="checkbox"/> Fussy | <input type="checkbox"/> Conservative |
| <input type="checkbox"/> Confused | <input type="checkbox"/> Absent-minded | <input type="checkbox"/> Distractible | <input type="checkbox"/> Anxious |
| <input type="checkbox"/> Perceptive | <input type="checkbox"/> Bright | <input type="checkbox"/> Broad-minded | <input type="checkbox"/> Knowledgeable |
| <input type="checkbox"/> Casual | <input type="checkbox"/> Tranquil | <input type="checkbox"/> Apathetic | <input type="checkbox"/> Indifferent |
| <input type="checkbox"/> Punctual | <input type="checkbox"/> Wary | <input type="checkbox"/> Disciplined | <input type="checkbox"/> Thrifty |
| <input type="checkbox"/> Unconventional | <input type="checkbox"/> Obedient | <input type="checkbox"/> Painstaking | <input type="checkbox"/> Modest |
| | <input type="checkbox"/> Pessimistic | <input type="checkbox"/> Sensitive | |

END of SECTION ONE

SECTION TWO

Please read down the columns and check those words which you believe

describe how you must behave in your current job.

(If unemployed, describe your previous job)

Again, place a question mark before any word where you are uncertain of the meaning.

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Self-assured | <input type="checkbox"/> Individualistic | <input type="checkbox"/> Strong-willed | <input type="checkbox"/> Venturesome |
| <input type="checkbox"/> Friendly | <input type="checkbox"/> Good-mixer | <input type="checkbox"/> Cheerful | <input type="checkbox"/> Witty |
| <input type="checkbox"/> Easygoing | <input type="checkbox"/> Retiring | <input type="checkbox"/> Peaceful | <input type="checkbox"/> Composed |
| <input type="checkbox"/> Skilled | <input type="checkbox"/> Cautious | <input type="checkbox"/> Loyal | <input type="checkbox"/> Controlled |
| <input type="checkbox"/> Dissatisfied | <input type="checkbox"/> Emotional | <input type="checkbox"/> Appreciative | <input type="checkbox"/> Fearful |
| <input type="checkbox"/> Ingenious | <input type="checkbox"/> Clever | <input type="checkbox"/> Original | <input type="checkbox"/> Inventive |
| <input type="checkbox"/> Decisive | <input type="checkbox"/> Opportunistic | <input type="checkbox"/> Influential | <input type="checkbox"/> Confrontive |
| <input type="checkbox"/> Enthusiastic | <input type="checkbox"/> Likable | <input type="checkbox"/> Playful | <input type="checkbox"/> Fashionable |
| <input type="checkbox"/> Content | <input type="checkbox"/> Accepting | <input type="checkbox"/> Calm | <input type="checkbox"/> Moderate |
| <input type="checkbox"/> Accurate | <input type="checkbox"/> Organized | <input type="checkbox"/> Precise | <input type="checkbox"/> Exacting |
| <input type="checkbox"/> Trusting | <input type="checkbox"/> Meek | <input type="checkbox"/> Nervous | <input type="checkbox"/> Immature |
| <input type="checkbox"/> Creative | <input type="checkbox"/> Imaginative | <input type="checkbox"/> Innovative | <input type="checkbox"/> Humorous |
| <input type="checkbox"/> Determined | <input type="checkbox"/> Self-confident | <input type="checkbox"/> Ambitious | <input type="checkbox"/> Resourceful |
| <input type="checkbox"/> Outgoing | <input type="checkbox"/> Supportive | <input type="checkbox"/> Talkative | <input type="checkbox"/> Popular |
| <input type="checkbox"/> Patient | <input type="checkbox"/> Mild | <input type="checkbox"/> Unhurried | <input type="checkbox"/> Deliberate |
| <input type="checkbox"/> Efficient | <input type="checkbox"/> Meticulous | <input type="checkbox"/> Worrying | <input type="checkbox"/> Respectful |
| <input type="checkbox"/> Egotistical | <input type="checkbox"/> Suggestible | <input type="checkbox"/> Moody | <input type="checkbox"/> Impulsive |
| <input type="checkbox"/> Reflective | <input type="checkbox"/> Inquisitive | <input type="checkbox"/> Analytical | <input type="checkbox"/> Mischievous |
| <input type="checkbox"/> Self-reliant | <input type="checkbox"/> Daring | <input type="checkbox"/> Demanding | <input type="checkbox"/> Strict |
| <input type="checkbox"/> Attractive | <input type="checkbox"/> Sociable | <input type="checkbox"/> Animated | <input type="checkbox"/> Gregarious |
| <input type="checkbox"/> Relaxed | <input type="checkbox"/> Passive | <input type="checkbox"/> Awkward | <input type="checkbox"/> Methodical |
| <input type="checkbox"/> Conscientious | <input type="checkbox"/> Thorough | <input type="checkbox"/> Fussy | <input type="checkbox"/> Conservative |
| <input type="checkbox"/> Confused | <input type="checkbox"/> Absent-minded | <input type="checkbox"/> Distractible | <input type="checkbox"/> Anxious |
| <input type="checkbox"/> Perceptive | <input type="checkbox"/> Bright | <input type="checkbox"/> Broad-minded | <input type="checkbox"/> Knowledgeable |
| <input type="checkbox"/> Casual | <input type="checkbox"/> Tranquil | <input type="checkbox"/> Apathetic | <input type="checkbox"/> Indifferent |
| <input type="checkbox"/> Punctual | <input type="checkbox"/> Wary | <input type="checkbox"/> Disciplined | <input type="checkbox"/> Thrifty |
| <input type="checkbox"/> Unconventional | <input type="checkbox"/> Obedient | <input type="checkbox"/> Painstaking | <input type="checkbox"/> Modest |
| | <input type="checkbox"/> Pessimistic | <input type="checkbox"/> Sensitive | |

END of SURVEY