APPLICATION FOR EMPLOYMENT

H.W. Nicholson Welding & Mfg., Inc. is an equal opportunity employer. We do not discriminate in hiring or employment on the basis of race, color, religious creed, ancestry, age (40 and over), sex, national origin, non-job-related disability, use of a guide or support animal, GED status, or any other characteristic protected by federal, state, or local law, including the Pennsylvania Human Relations Act. This application will not be used to limit or exclude any applicant from consideration on a basis prohibited by law. If you need a reasonable accommodation during the application or interview process, please notify a company representative.

Please print clearly and answer every question completely and truthfully. A résumé may be attached but does not replace this application.

APPLICANT INFORMATION			
Full Name (Last, First, M.I.)		**Date**	
Street Address		**City / State / ZIP**	
Phone Number		**Email Address**	
Position Applying For		**Date Available to Start**	
Desired Pay Rate	$ _____ per hour	**Are you 18 years of age or older?**	☐ Yes ☐ No

AVAILABILITY & ELIGIBILITY			
Type of employment desired	☐ Full-Time ☐ Part-Time	Are you available to work overtime when needed?	☐ Yes ☐ No
Can you work weekend if required?	☐ Yes ☐ No	Do you have reliable transportation to and from work?	☐ Yes ☐ No
Do you have a valid driver's license?	☐ Yes ☐ No	Are you legally authorized to work in the United States? (Proof will be required after an offer.)	☐ Yes ☐ No
Have you previously applied to or worked for H.W. Nicholson?	☐ Yes ☐ No	If yes, when and in what position?	
Do you have friends or relatives employed by H.W. Nicholson? If yes, list name(s) and relationship:			
How were you referred to us?			

FABRICATION & MACHINE SHOP SKILLS	
Welding Processes (check all you can perform)	☐ MIG (GMAW) ☐ TIG (GTAW) ☐ Stick (SMAW) ☐ Flux-Core (FCAW) ☐ Other:
Welding Certifications	List type, code, and expiration (e.g., AWS D1.1, ASME Section IX):
Machine Tools You Can Operate	☐ Manual Lathe ☐ Manual Mill ☐ CNC Lathe ☐ CNC Mill ☐ Drill Press ☐ Band Saw ☐ Other:
Fabrication & Material Handling Equipment	☐ Press Brake ☐ Shear ☐ Plasma/Oxy-Fuel Cutting ☐ Ironworker ☐ Plate Roll ☐ Overhead Crane/Hoist ☐ Forklift
Blueprints & Measurement	Can you read blueprints and weld symbols? ☐ Yes ☐ No Can you use precision measuring tools (calipers, micrometers, indicators)? ☐ Yes ☐ No
CNC Programming & CAD/CAM	Do you have CNC programming or CAD/CAM experience? ☐ Yes ☐ No Controls/software (e.g., Fanuc, Haas, Fusion 360, SolidWorks):
Licenses, Training & Special Qualifications	List apprenticeships, trade school, OSHA training, forklift/crane certification, etc.:
Physical & Safety Requirements	Can you perform the essential functions of the position, with or without reasonable accommodation, including standing for extended periods and lifting up to 50 lbs.? ☐ Yes ☐ No Are you willing to wear required PPE and follow all company safety rules? ☐ Yes ☐ No

EDUCATION & TRAINING

Level	School Name & Location	Years	Graduated?	Diploma / Degree / Certificate
High School / GED				
College / Trade School / Apprenticeship				

MILITARY SERVICE (IF APPLICABLE)

Branch	Rank	Years of Service	Job-Related Skills / Duties

EMPLOYMENT HISTORY (MOST RECENT FIRST)

Employer, Supervisor & Phone	Dates (From – To)	Position & Duties (include equipment/processes used)	Reason for Leaving	May We Contact?
				☐ Yes ☐ No
				☐ Yes ☐ No
				☐ Yes ☐ No

PROFESSIONAL REFERENCES (NOT RELATIVES)

Name	Phone Number	Employer / Relationship	Years Known

BACKGROUND & DRUG SCREENING

Have you ever been convicted of a felony or misdemeanor? If yes, state the offense, date, and location:	☐ Yes ☐ No

A conviction does not automatically disqualify you from employment. Under Pennsylvania law (18 Pa.C.S. § 9125), felony and misdemeanor convictions are considered only to the extent they relate to your suitability for the position. Do not list arrests that did not result in a conviction, or records that have been sealed, expunged, or limited under Pennsylvania's Clean Slate law.

Are you willing to take, and able to pass, a drug test before beginning employment?	☐ Yes ☐ No

H.W. Nicholson Welding & Mfg., Inc. maintains a drug-free workplace. All offers of employment are contingent upon successful completion of a drug screen and, where applicable, a background check. Applicants who are certified medical marijuana patients or who take prescribed medication may discuss this confidentially with management. The Company will comply with the Pennsylvania Medical Marijuana Act and all other applicable laws, and may restrict safety-sensitive duties when required for safety or by law.

APPLICANT CERTIFICATION & AUTHORIZATION

I certify that the information provided in this application and any attachments is true and complete to the best of my knowledge. I understand that any false, misleading, or omitted information is grounds for rejection of my application or termination of employment. I authorize H.W. Nicholson Welding & Mfg., Inc. to verify the information provided, including contacting my references and former employers, and I release the Company and any person providing such information from liability to the extent permitted by law. If a consumer or background report is obtained from a third party, I will receive a separate disclosure and authorization as required by the Fair Credit Reporting Act. I understand that employment is contingent upon proof of identity and legal authorization to work in the United States (Form I-9) and successful completion of a drug screen. This application is not a contract of employment or a guarantee that a position is available. If hired, my employment will be at-will, meaning that either the Company or I may end the employment relationship at any time, with or without cause or notice. Only an authorized officer of the Company may change this in a signed writing. I have read and understand this statement.

Applicant Signature		Date	