



# Application for Employment

VN-HR-SF-1010

Owner: HR Generalist

Approver: Director of People Development

Rev: G

Rev Date: 6/6/2017

Mail to:  
Viper Northwest, Inc.  
Attn: Human Resources  
1216 SE Jackson Street  
Albany OR 97322  
jobs@vipernorthwest.com

**PLEASE PRINT**

Viper Northwest, Inc. is an Equal Opportunity Employer, dedicated to a policy of non-discrimination based upon a person's race, color, religion, sex (including gender identity, sexual orientation, and pregnancy), national origin, age, disability, genetic information, veteran-status, or any other characteristic protected by law.

Date: \_\_\_\_\_

## I. Personal Information

Name: Last First Middle

Present Address City State Zip

Permanent Address (if different than above)

Telephone

Email Address

Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity (valid driver's license, birth certificate, Green Card, etc.) within three days of being hired. Failure to submit such proof within the required time shall result in immediate employment termination. All positions require use of information which is subject to the International Traffic in Arms Regulations (ITAR).

**Position Applied For:** \_\_\_\_\_

1. Is there any information we would need about your name or use of another name for us to be able to check your work record? Please specify:

\_\_\_\_\_

2. Do you have any relatives who are presently (or have formerly been) employed by Viper Northwest, Inc.?

\_\_\_\_\_

3. How were you referred to Viper Northwest, Inc.? \_\_\_\_\_

4. Viper Northwest is a licensed FFL manufacturer. Firearms and other weapon systems can be manufactured in areas of our facility. If the position you are applying for requires it, are you willing and **are you legally permitted** to handle, take custody or participate in the manufacture of firearms and other BATFE/ITAR controlled products? \_\_\_\_\_

Destroy Date: \_\_\_\_\_  
Position: \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_



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## II. Educational History

| School Name/Location | Years Completed | Degree/Diploma |
|----------------------|-----------------|----------------|
| High School _____    |                 |                |
| College _____        |                 |                |
| Tech. Training _____ |                 |                |
| Other _____          |                 |                |

## III. Employment Record *Please include all employment for the last five years.*

- |   |                                  |
|---|----------------------------------|
| _____<br>Company Name (Current or Most Recent Employer) | _____<br>Position Held           |
| _____<br>Address  | Dates Employed: _____<br>From To |
| _____<br>Manager / Supervisor                           | _____<br>Telephone               |
| _____<br>Reason For Leaving                             |                                  |
- |                               |                                  |
|-------------------------------|----------------------------------|
| _____<br>Company Name         | _____<br>Position Held           |
| _____<br>Address              | Dates Employed: _____<br>From To |
| _____<br>Manager / Supervisor | _____<br>Telephone               |
| _____<br>Reason For Leaving   |                                  |
- |                               |                                  |
|-------------------------------|----------------------------------|
| _____<br>Company Name         | _____<br>Position Held           |
| _____<br>Address              | Dates Employed: _____<br>From To |
| _____<br>Manager / Supervisor | _____<br>Telephone               |
| _____<br>Reason For Leaving   |                                  |

**NOTE:** Use the back of this sheet to list additional employers, if necessary. We will contact all of the employers listed on this application unless you specifically exclude them below.





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### Applicant Information Release

I hereby authorize any person, educational institution, or company I have listed as a reference on my employment application to disclose in good faith any information they may have regarding my qualifications and fitness for employment. I will hold Viper Northwest, Inc. free of liability for the exchange of this information and any other reasonable and necessary information incidental to the employment process.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



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## Applicant Drug Screening and Employment Relationship Policy

I understand that my employment at Viper Northwest, Inc. for any position identified is contingent upon passing a pre-employment physical and UA. Once employed by Viper Northwest, Inc., I understand that I may be subject to additional testing in the following situations:

- When there is reasonable suspicion, as determined by the Company, that an employee may be in violation of the Company’s Drug and Alcohol policy;
- When an employee has been determined by the Company to have caused or contributed to a serious accident or injury;
- On a random basis;
- Blanket testing of specific locations or work groups/ departments; or
- When returning to work post injury.

I also understand and acknowledge that any employment relationship with Viper Northwest is of an “at will” nature, which means that the employee may resign at any time and the employer may discharge employee at any time with or without cause. It is further understood that this “at will” employment relationship may not be changed by any written document or by conduct unless an authorized executive of Viper Northwest, Inc. specifically acknowledges such change in writing.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

As a condition of employment you will be asked to agree to the terms and conditions of a non-disclosure of proprietary information agreement.

Applications remain active for 6 months.