



Warehouse Associate

Job Description:

J&L Fasteners is looking for a hard-working, humble, and teamwork-oriented individual to join our warehouse crew! You will be responsible for performing an array of warehouse duties. We are hiring both Full Time AND Part Time positions!

Duties and responsibilities:

- Packaging and labeling products
- Stocking products
- Order Picking
- Receiving products
- Shipping products to customer
- Helping customers at Will Call counter

Requirements and qualifications:

- Valid Driver's License
- Ability to lift 50lbs consistently
- Communication skills
- Forklift Operation Certification preferred, not required
- Previous warehouse work experience preferred, not required

Benefits (full time only):

- 401K
- Health Insurance Packages available

If you are interested in applying for the above position, please fill out and send in your application to careers@jfasteners.com. Or send it in by mail to J&L Fasteners address: 6944 Parrish Ave. Hammond, IN 46323.

Thank you for your interest in joining the J&L Fasteners team! We are looking forward to working with you!

-J&L Fasteners



Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO Are you able to type? _____ WPM?

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

References

Please list three professional references.

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____