

## The steps for applying online at [Camblinmechanical.com](http://Camblinmechanical.com)

1. Click on the “To apply at Camblin Mechanical click here” link.
2. It will prompt you to save, open, or cancel. Click open
3. Fill out the application.
4. Review the application, making sure that you have not missed any questions. Make sure that you have accurate information with no typos.
5. After reviewing click the “Submit by e-mail” button.
6. An icon will prompt you to either use your Desktop Mail Application or your Internet Mail Account. **SEE FIGURE 1**
7. **IF** you use Desktop Mail, for example Microsoft Outlook, click that and an e-mail addressed to [apply@camblinmechanical.com](mailto:apply@camblinmechanical.com) will appear with the application information already attached to it. Send the e-mail, and you’re finished.
8. **IF** you are using an Internet Mail Account, for example G mail, Hotmail, or Yahoo, click that option and you will be prompted to save the file on your computer.
  - My suggestion is that you save this file to your desktop, or somewhere you can easily find it.
  - There is a drop down box at the top of the prompt. Click that and select your desktop. **SEE FIGURE 2**
  - Click the SAVE button on the prompt. Now the application information lives on your desktop
  - Go to your internet mail account (hotmail, g mail, yahoo. etc...)
  - Open an e-mail and attach the file to your message. Send the attachment to [apply@camblinmechanical.com](mailto:apply@camblinmechanical.com), and you’re finished.
  - For instructions on how to place an attachment on your e-mail contact your e-mail service provider or google the question

FIGURE 1

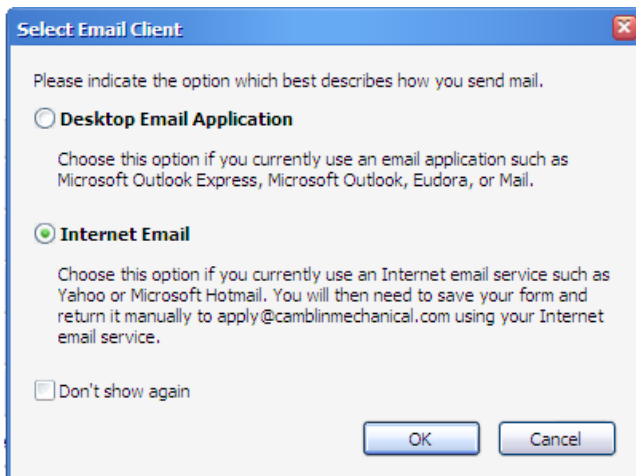


FIGURE 2

