

Employment Application



Empire Electric Association, Inc. places great emphasis on customer service, teamwork, problem solving, and innovation. We look for people who exemplify these qualities and are willing to work hard for our membership.

Empire Electric Association, Inc. is an equal opportunity employer and race, color, national origin, sex, sexual orientation, gender identity, religion, age, genetic information, disability, veteran status or any other status protected by applicable law, are not taken into account in any employment decision.

Applicant Name _____

Today's Date _____

Personal Information (Please Print Clearly)

Last Name _____ First Name _____ Middle Name _____
Street Address _____
City _____ State _____ Zip Code _____
Previous address if less than 5 years at current address _____
Home Phone _____ Work Phone _____
Fax _____ E-Mail _____

I understand that upon employment, proof of legal right to work in the United States and completion of I-9 form will be required.

Can you show eligibility to work in the United States? Yes No

Are you over 18 years of age? Yes No

Do you have a valid driver's license? Yes No License # _____ Expires _____

Do you have a valid Commercial Driver's License (CDL)? Yes No License # _____ Expires _____

Can you travel if the position requires travel? Yes No

If you have ever worked under or earned degrees under another name, please list below:

Last Name _____ First Name _____ Middle Name _____

Position Desired

Position Applied for _____

How did you learn of this vacancy? _____

Desired Salary (Annual) \$ _____ Date Available _____

Can you perform all of the essential functions of this job with or without accommodation? Yes No

Have you previously been employed by Empire Electric Association, Inc or another electric coop? Yes No

If yes, indicate position, department, and dates: _____

Do you have any relatives employed at Empire Electric Assn., Inc? Yes No

If Yes, who? _____

Empire Electric Association, Inc. is an equal opportunity employer and recruits, advertises, employs, promotes, transfers, disciplines, and discharges without regard to race, color, religion, national origin, age, sex, sexual orientation, gender identity, marital status, ancestry, physical or mental disability, or veteran status.

Education and Training

Indicate Last Level of Education Completed

High School 1 2 3 4 College or University 1 2 3 4 Graduate School 1 2 3 4

Type of Education	Name and Location (City, State, Country)	GPA	Did you graduate?	Major and Minor	Degree Earned

Professional certifications and licenses (such as CPA, NASD series 6): _____

Computer skills (software programs, hardware, operating systems): _____

Other skills or experience that are pertinent to the job applied for: _____

Employment History (Please Print Clearly)

PLEASE COMPLETE EVEN IF ATTACHING YOUR RESUME.

List your last three employers with the most recent first.

If you are currently employed, may we contact your employer? Yes No

Previous Employer: _____

Dates Employed—From _____ To _____
Month/Year Month/Year

Starting Title _____ Ending Title _____

Contact Phone Number _____ Address _____

Supervisor's Name _____ Supervisor's Job Title _____

Your Achievements _____

Reason for leaving _____

Previous Employer: _____

Dates Employed—From _____ To _____
Month/Year Month/Year

Starting Title _____ Ending Title _____

Contact Phone Number _____ Address _____

Supervisor's Name _____ Supervisor's Job Title _____

Your Achievements _____

Reason for leaving _____

Previous Employer: _____

Dates Employed—From _____ To _____
Month/Year Month/Year

Starting Title _____ Ending Title _____

Contact's Phone Number _____ Address _____

Supervisor's Name _____ Supervisor's Job Title _____

Your Achievements _____

Reason for leaving _____

Professional References (Please list only references that we may contact at this time)

Name	Title	Company	Phone Number
			Home
			Work
			Home
			Work
			Home
			Work

Affidavit

Nonbinding Application and Interview Process: I understand that this application will be reviewed, but nothing in this application or any other documents or in the employment evaluation process shall be construed as either an offer or contract of employment or an obligation on the part of Empire Electric Association, Inc. to provide any benefit to me.

Employment-At-Will: I understand that my employment and compensation can be terminated with or without cause, and with or without notice, at any time, at the option of either Empire Electric Association, Inc. or myself.

I hereby declare that my statements on this application and on my resume or documents provided by me to Empire Electric Association, Inc., are true and correct to the best of my knowledge. I acknowledge and agree that providing any false information may result in a decision not to hire me, or if hired, may result in the termination of my employment. I also authorize investigation of these statements. This investigation may include employment history, reasons for leaving previous employers, criminal record, credit record, driving record, social security number investigation, interviewing references provided, and degree/certificate verification. I hereby release Empire Electric Association, Inc. from all liability for any damages resulting from the information obtained. This application shall be considered active for a period of time not to exceed 180 days.

APPLICANT'S SIGNATURE _____