



Name of School		# of Years Completed	Degree Yes/No	Major Course of Study
High School				
College/University				
Graduate School				
Trade, Business or Correspondence				

Professional certifications and licenses (CPA, NASD series 6, etc.):

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

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

General Employment Information

Salary
Expected _____

Number of hours you are available per
week _____

Please mark the times you are available to work.

Days: ☐
Nights: ☐

Weekends: ☐
Holidays: ☐

Are you willing and able to work overtime as required?

☐ Yes ☐ No

Are you able to perform the essential functions of this position? ☐ Yes ☐ No ☐ Don't know

If no, what accommodation would make it possible for you to perform this job? _____

Have you previously been employed by Farmers Rural Electric or another electric cooperative? ☐ Yes ☐ No

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

Have you ever applied for a position? ☐ Yes ☐ No If yes, when? _____

Do you have any relatives employed at Farmers Rural Electric?

☐ Yes ☐ No

If yes, list name and relationship: _____

Have you ever been dismissed or forced to resign from employment?

☐ Yes ☐ No

If yes, explain: _____

In the following space, please describe briefly why you are applying for this position:

Employment History

List names of employers in consecutive order with the most recent employer listed first.

(Account for all periods of time including military service and volunteer work that you wish to have considered as part of your qualifications. Explain periods of time not working. If self-employed, give firm name and supply business references.)

Name of most recent/current Employer:		Supervisor:	
City/State: _____	Dates of Employment: _____		
Telephone: _____	Reason for Leaving: _____		
Job Title: _____	Ending Salary: _____		
Duties: _____			

Previous Employer:		Supervisor:	
City/State: _____	Dates of Employment: _____		
Telephone: _____	Reason for Leaving: _____		
Job Title: _____	Ending Salary: _____		
Duties: _____			

Previous Employer:		Supervisor:	
City/State: _____	Dates of Employment: _____		
Telephone: _____	Reason for Leaving: _____		
Job Title: _____	Ending Salary: _____		
Duties: _____			

Previous Employer:		Supervisor:	
City/State: _____	Dates of Employment: _____		
Telephone: _____	Reason for Leaving: _____		
Job Title: _____	Ending Salary: _____		
Duties: _____			

References: Give three (3) references, not relatives or former employers.

Name: _____	Occupation: _____
Address: _____	Phone: _____
Name: _____	Occupation: _____
Address: _____	Phone: _____
Name: _____	Occupation: _____
Address: _____	Phone: _____

Applicants Statement

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 Farmers Rural Electric to provide any benefit to me. **(Initial here_____)**

Farmers Rural Electric is an Equal Opportunity Employer and does not discriminate on the basis of race, age, religion, national origin, color, sex, veteran status or disability. It is our intention that all qualified applicants are given equal opportunity and that selection decisions are based on job-related factors. **(Initial here_____)**

I hereby affirm that the information provided on this application (and resume submitted) is true and complete to the best of my knowledge. I also agree that any falsified information or significant omissions may disqualify me from further consideration for employment and may result in my discharge if discovered at a later date. **(Initial here_____)**

I authorize a thorough investigation of my past employment and activities, including investigation of criminal history, employment history and educational background and credentials. I agree to cooperate in such investigation, and release from all liability or responsibility all persons or corporations requesting or supplying such information. **(Initial here_____)**

I understand that my employment, if hired is employment-at-will, that I am not being employed for any specific time that this application is not and is not intended to be a contract for employment or continued employment, and that the employer or I may terminate my employment at any time with or without cause or notice. **(Initial here_____)**

I hereby agree to submit to any drug or alcohol testing, and/or physical examination to determine fitness for duty that may be required as a condition of my employment or continued employment and understand that refusal to submit to such testing during the course of my employment may result in disciplinary action, up to and including discharge. **(Initial here_____)**

I authorize investigation of these statements. This investigation may include employment history, reasons for leaving previous employers, criminal history, credit record, driving record, and degree/certificate verification. I hereby release Farmers Rural Electric from all liability for any damages resulting from the information obtained. **(Initial here_____)**

You are not required to supply any information that is prohibited by Federal, State, or Local law.

APPLICANT'S SIGNATURE: _____ DATE: _____