PO Box 719
Baudette, MN 56623
218-634-2202
888-634-2202

Fax: 218-634-2203
e-mail: info@nse.coop
Website: www.nse.coop

APPLICATION FOR EMPLOYMENT

North Star Electric Cooperative, Inc.is an equal opportunity provider and employer.

(Mail or deliver application to the above address)

Please Print Plainly Date _____

PERSONAL

Name _____Social Security No. _____

Present Address _____ Telephone No. _____

_____ Cell Phone No. _____

Permanent Address _____Telephone No. _____

_____ Email _____

Position(s) applied for _____

Permanent ☐ Temporary ☐ Part-Time ☐ Are you 18 years of age or older? Yes ☐ No ☐

Were you previously employed by us? _____ If yes, when? _____

List any friends or relatives working for us _____

If your application is considered favorably, on what date will you be available for work? _____

Where did you learn of this opening? _____

_____

Are you legally eligible for employment in the United States? Yes ☐ No ☐

If no, what would it take to make you legally eligible to work in the United States? _____

_____

MILITARY SERVICE RECORD

Were you in the US Armed Forces? Yes ☐ No ☐ If yes, what branch?_____

Dates of Duty: From _____ to _____ Rank Attained _____

List General Duties _____

_____

List Special Training _____

_____

EDUCATION

School	Name and Address of School	Course of Study	Years Completed	Did You Graduate?	List Diploma or Degree
High				Yes ☐ No ☐	
College				Yes ☐ No ☐	
Other (Specify)				Yes ☐ No ☐	
Other (Specify)				Yes ☐ No ☐	
Other (Specify)				Yes ☐ No ☐	

SPECIAL SKILLS

List any other experiences, skills, or qualifications which you feel would bring value to working with our co-op.

_____

_____

_____

_____

_____

CURRENT EMPLOYER

Name of Company _____

Address _____

Type of Business _____

Your Position _____ Employed from _____ to _____

Duties _____

_____

Supervisor's Name & Title _____

Reason for Considering to Leave _____ May we contact?_____

PAST EMPLOYMENT

(Use successive dates beginning with most recent employer.)

Name of Company _____

Address _____

Type of Business _____

Your Position _____ Employed from _____ to _____

Duties _____

_____

Supervisor's Name & Title _____

Reason for Leaving _____ May we contact?_____

Name of Company _____

Address _____

Type of Business _____

Your Position _____ Employed from _____ to _____

Duties _____

_____

Supervisor's Name & Title _____

Reason for Leaving _____ May we contact?_____

Name of Company _____

Address _____

Type of Business _____

Your Position _____ Employed from _____ to _____

Duties _____

_____

Supervisor's Name & Title _____

Reason for Leaving _____ May we contact?_____

Name of Company _____

Address _____

Type of Business _____

Your Position _____ Employed from _____ to _____

Duties _____

_____

Supervisor's Name & Title _____

Reason for Leaving _____ May we contact?_____

PERSONAL REFERENCES

(Other individuals who can attest to your knowledge, abilities, character and personality – not former employers or relatives.)

Full Name	Address	Telephone Number	Occupation

PLEASE READ CAREFULLY

Any offer of employment or reemployment shall be contingent upon meeting the physical and mental requirements of the job and successfully passing a background check and drug and alcohol screen.

By my signature placed below, I promise that the information provided in this employment application (and accompanying resume, if any) is true and complete. I understand that any false information or significant omissions may qualify me from further consideration for employment, and may be justification for my dismissal from employment, if discovered at a later date.

I, _____ (print name), authorize any person, school, current employer (except as previously noted), past employer(s), and organizations named in this application form (and accompanying resume, if any) to provide the representatives of North Star Electric Cooperative, Inc. with relevant information and opinion that may be useful to the company in making a hiring decision, and I release such persons and organizations from any legal liability in making such statements.

I understand that this application does not, by itself, create a contract of employment. I understand and agree that, if hired, I am free to resign at any time, and the company reserves the right to terminate my employment at any time, with or without cause or prior notice.

Signed: _____ Date: _____

Please also write a short paragraph explaining why you would like to work at North Star Electric Cooperative, Inc.