



P.O. Box 576 • Monticello, MN 55362
 Phone (763) 295-4653

Application for employment

We are an equal opportunity employer, dedicated to a policy of nondiscrimination in employment on any basis including race, color, age, sex, religion, disability or national origin. Consistent with the Americans with Disabilities Act, applicants may request accommodations needed to participate in the application process.

| | | | | | |
|-----------------------------|-------|----------------|-----------------------|--|--|
| Personal Information | | | Today's Date: _____ | | |
| Name: _____ | | | | | |
| Last | First | Middle Initial | | | |
| Present Address: _____ | | | | | |
| Street/PO Box | City | State | Zipcode | | |
| Permanent Address: _____ | | | | | |
| (if different from above) | | | | | |
| Street/PO Box | City | State | Zipcode | | |
| Telephone #: _____ | | | e-mail Address: _____ | | |
| Are you 18 years or older? | | Yes | No | | |

| | | | | | |
|---|--|-----|---------------------------|----------------------------|--|
| Position Applying for: _____ | | | Date you can start: _____ | | |
| Wage Desired: \$ _____ per _____ | | | | | |
| Are you currently employed? | | Yes | No | If so may we contact them? | |
| | | Yes | No | | |
| Have you ever applied to this company before? | | | Yes | No | |

| Education | | |
|--|----------------|---------------------------------------|
| Do you have a High School diploma or GED? Yes No | | If not highest level completed: _____ |
| Name of High School attended or currently attending: _____ | | |
| Post Secondary Education | | |
| Name of School & Location | Dates Attended | Degree or License |
| | | |
| | | |
| | | |

Military Service Record (If Applicable)

| | | |
|---|---------|-------------------|
| Are you a veteran? Yes No | Branch: | Dates of Service: |
|---|---------|-------------------|

What type of education, training and work experience did you receive in the military?

| |
|--|
| |
| |
| |

Employment History

| | |
|-----------------------|---------------------------|
| Employer: _____ | Telephone Number: _____ |
| Address: _____ | |
| Job Title: _____ | Dates Worked: _____ |
| Supervisor: _____ | Reason for Leaving: _____ |
| Summarize Job Duties: | |
| | |
| | |

| | |
|-----------------------|---------------------------|
| Employer: _____ | Telephone Number: _____ |
| Address: _____ | |
| Job Title: _____ | Dates Worked: _____ |
| Supervisor: _____ | Reason for Leaving: _____ |
| Summarize Job Duties: | |
| | |
| | |

References

| Name | Relationship | City & State & Phone number |
|------|--------------|-----------------------------|
| | | |
| | | |
| | | |

In Case of Emergency Contact:

| | | | |
|------|---------|---------|-------|
| Name | Address | Phone # | Alt # |
|------|---------|---------|-------|

I Certify that all the facts contained in this application are true and complete to the best of my knowledge. I understand that any false statement, omission or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the Company.

Signature: _____ Date: _____