

Application for Employment

Please print all information requested except signature



Applicants may be tested for illegal drugs as a condition of employment.

15311 N. Saline 65 Hwy. • Malta Bend, MO 65339
(660) 595-0144 Fax: (660) 595-0147

Name _____
Last First Middle

_____ Address City State ZIP

How long at above address _____

Telephone (____) _____

Position Applied For: _____

Days/hours available to work:

No Pref _____ Thur _____
Mon _____ Fri _____
Tue _____ Sat _____
Wed _____ Sun _____

Salary Desired: _____

How many hours can you work weekly? _____

Can you work nights? _____

Employment desired: Full-Time Only Part-Time Only Full- or Part-Time

When available for work? _____

Are you authorized to work in the United States? Yes No

How were you referred to Mid-Missouri Energy? _____

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	NO. OF YEARS	MAJOR & DEGREE
High School				
College				
Bus. or Trade School				
Professional School				

HAVE YOU EVER BEEN CONVICTED OF A CRIME? No Yes

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. _____

WORK EXPERIENCE

Please list your work experience beginning with your most recent job, including U.S. Military Service. If you were self-employed, give firm name. You may include as part of your employment history any verified work performed on a volunteer basis. Attach additional sheets if necessary.

Name of employer _____	Address _____
City, State, ZIP _____	Phone number (____) _____
Employment Dates _____	Last Job Title _____
From _____	To _____
Pay or salary _____	Name of last supervisor _____
Start _____	Final _____
Reason for leaving (be specific) _____	
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.	

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 List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Please list three references other than relatives or previous employers:

Name _____ Position _____
 Company _____ Address _____
 Telephone (_____) _____ Type of Acquaintance _____

Name _____ Position _____
 Company _____ Address _____
 Telephone (_____) _____ Type of Acquaintance _____

Name _____ Position _____
 Company _____ Address _____
 Telephone (_____) _____ Type of Acquaintance _____

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying.

For the purposes of verifying information on this application, have you ever worked or attended school under a different name at any of the organization you have listed? If yes, specify name: _____

PLEASE READ CAREFULLY

I expressly understand and agree that, if employed, my employment, having no specified term, is based upon mutual consent and may be terminated at will, with or without cause, by either the Company or me without prior notice to the other, unless otherwise prohibited by law.

I understand that no representation, whether oral or written, by any representative or agent of Mid-Missouri Energy at any time, can constitute an implied or express contract of employment. I further understand no representative or agent of Mid-Missouri Energy has the authority to enter into an agreement for employment for any specified period of time, unless a written agreement is authorized and signed by the President/General Manager of the Company. If employed, I understand that the Company may unilaterally change or revise their benefits, policies, and procedures and such changes may include a reduction in benefits.

I certify that all of the above information is true and complete, and I understand that any falsification or omission of information may disqualify you from further consideration for employment or, if hired, may result in termination regardless of the time elapsed before discovery. I authorize investigation of all statements contained in this application. **I hereby give the Company permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Company from any liability as a result of such contact.** I authorize employers, school and other persons named on this application to provide any information or transcripts.

I understand, where permissible under applicable state and local law, I may be subject to a pre-employment drug test after receiving a conditional offer of employment, and must receive a negative result for illegal drug use before being permitted to commence work with Mid-Missouri Energy. I understand that the Company's drug and alcohol policy also requires continued compliance and consent to testing as a condition of employment and my continued employment (if employed) may be based on successful passing of testing under such policy.

I understand, where permissible under applicable state and local law, I may be subject to a pre-employment medical examination after receiving a conditional offer of employment, and must meet the qualifications for the position, with or without reasonable accommodation, before being permitted to commence work with Mid-Missouri Energy.

I understand, where permissible under applicable state and local law, I may be subject to a pre-employment background check after receiving a conditional offer of employment to investigate my criminal background, driving record, credit history and other matters related to my suitability for employment.

I further understand that, if employed, my employment with the Company shall be probationary for a period of ninety (90) days, and further that at any time during the probationary period or thereafter, my employment relation with the Company is terminable at will for any reason by either party.

Signature of applicant _____ **Date:** _____

This Company is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age, disability or any other characteristic protected by law.

Thank you for completing this application form and for your interest in our business.