




Your Touchstone Energy® Partner 

1107 3rd St NE • PO Box 100
Roseau, MN 56751
Phone: 218-463-1543 • 888-847-8840 • Fax: 218-463-3713
Web: www.roseauelectric.coop E-mail: rec@roseauelectric.coop

APPLICATION FOR EMPLOYMENT

Please Print Plainly

Date _____

PERSONAL

Name _____ Social Security No. _____

Present Address: _____ Telephone No. _____

_____ Cell Phone No. _____

Position(s) applied for _____ Rate of pay expected _____

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

List any friends or relatives working for us _____

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

Have you ever been convicted of a crime? If so, when, where and what was the disposition of the case?

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? _____

EDUCATION

School	Name and Address of School	Course of Study	Did you Graduate?	List Diploma or Degree
High School	_____			
College	_____			
Other (Specify)	_____			
Other (Specify)	_____			

SPECIAL SKILLS

List any other experiences, skills or qualifications which you feel would especially fit you for work with the company.

CURRENT EMPLOYER

Name of Company _____

Address _____

Type of Business _____

Your Position _____

Starting Salary _____ Per _____ Last Salary _____ Per _____

Duties _____

Supervisor's Name and 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 _____

Starting Salary _____ Per _____ Last Salary _____ Per _____

Duties _____

Supervisor's Name and Title _____

Reason for Considering to Leave _____ May we contact? _____

PAST EMPLOYMENT

Name of Company _____

Address _____

Type of Business _____

Your Position _____

Starting Salary _____ Per _____ Last Salary _____ Per _____

Duties _____

Supervisor's Name and Title _____

Reason for Considering to Leave _____ May we contact? _____

PAST EMPLOYMENT

Name of Company _____

Address _____

Type of Business _____

Your Position _____

Starting Salary _____ Per _____ Last Salary _____ Per _____

Duties _____

Supervisor's Name and Title _____

Reason for Considering to Leave _____ 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 No.	Occupation
	____ _		
	____ _		
	____ _		

Write a short paragraph explaining why you would like to work at Roseau Electric Cooperative, Inc.
Please attach it to your application.

(Also, you may attach a resume if desired)

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 the employment application (and accompanying resume, if any) is true and complete. I understand that any false information or significant omissions may disqualify 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 the application form (and accompanying resume , if any) to provide the representatives of Roseau Electric Cooperative, Inc. with relevant information and opinion that may be useful to the company in making a hiring decision, and I release such person 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: _____