

**St. Marys Carbon Company  
Application for Employment**

Date: \_\_\_\_\_

Last name: \_\_\_\_\_ First name: \_\_\_\_\_ Middle initial: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Social Security #: \_\_\_\_\_

In case of emergency, notify: \_\_\_\_\_ Telephone: \_\_\_\_\_

Position applying for: \_\_\_\_\_

When can you start? \_\_\_\_\_ Desired wage? \_\_\_\_\_

Are you a U.S. citizen or otherwise authorized to work in the U.S. on a restricted basis? (You may be required to provide documentation.)  Yes  No

Are you looking for full-time employment?  Yes  No  
If no, what hours are you available to work? \_\_\_\_\_

**Education**

	School Name and Location	Years Completed	Course of Study	Diploma or Degree
High School	_____	_____	_____	_____
College	_____	_____	_____	_____
Post-College	_____	_____	_____	_____
Other Training/Certifications	_____	_____	_____	_____

In addition to your work history, are there other skills, qualifications, or experience that we should consider?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Employment History** (Start with most recent employer)

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Date Started: \_\_\_\_\_ Starting Wage: \_\_\_\_\_ Starting Position: \_\_\_\_\_

Date Ended: \_\_\_\_\_ Ending Wage: \_\_\_\_\_ Ending Position: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ May we contact?  Yes  No

If no, explain why? \_\_\_\_\_  
\_\_\_\_\_

Reason for leaving? \_\_\_\_\_

**Employment History** (continued)

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Date Started: \_\_\_\_\_ Starting Wage: \_\_\_\_\_ Starting Position: \_\_\_\_\_

Date Ended: \_\_\_\_\_ Ending Wage: \_\_\_\_\_ Ending Position: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ May we contact?  Yes  No

If no, explain why? \_\_\_\_\_

Reason for leaving? \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Date Started: \_\_\_\_\_ Starting Wage: \_\_\_\_\_ Starting Position: \_\_\_\_\_

Date Ended: \_\_\_\_\_ Ending Wage: \_\_\_\_\_ Ending Position: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ May we contact?  Yes  No

If no, explain why? \_\_\_\_\_

Reason for leaving? \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Date Started: \_\_\_\_\_ Starting Wage: \_\_\_\_\_ Starting Position: \_\_\_\_\_

Date Ended: \_\_\_\_\_ Ending Wage: \_\_\_\_\_ Ending Position: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_ May we contact?  Yes  No

If no, explain why? \_\_\_\_\_

Reason for leaving? \_\_\_\_\_

**Applicants Certification**

Please read carefully before signing –

I certify that the facts set forth in this application for employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements on this application shall be considered sufficient cause for dismissal. This company is hereby authorized to make any investigations of my prior educational and employment history.

If employed, I understand and agree that employment is “at will”, which means that either I or the company can terminate employment at any time, without prior notice, and that my employment will not be governed by any express or implied contract.

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_