

Minnesota Commercial Railway Company

AN EQUAL OPPORTUNITY EMPLOYER

APPLICATION FOR EMPLOYMENT

Type or print legibly. Answer all questions to the best of your knowledge and belief. Omission or falsification will result in refusal to hire or termination should you become employed.

NOTICE: As set forth in Title 1 of the Americans with Disabilities Act, you are requested to advise Minnesota Commercial Railway Company if you need a reasonable accommodation to complete this application or to perform the essential functions of any position you are offered.

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address			
City	State	ZIP	
Phone	E-mail Address		
Date Available			
Position Applied for Train & Engine ____ Laborer ____ Mechanical ____ Professional ____ Full Time ____ Part Time ____ Hours ____ Days ____			
Are you a citizen of the United States? YES <input type="checkbox"/> NO <input type="checkbox"/> If no, are you authorized to work in the U.S YES <input type="checkbox"/> NO <input type="checkbox"/>			
Have you ever worked for this company? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, when?			

EDUCATION			
High School		Address	
	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree	
College		Address	
	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree	
Other		Address	
	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree	

REFERENCES	
<i>Please list three professional references.</i>	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	

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PREVIOUS EMPLOYMENT		
Company		Phone ()
Address		Supervisor
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>		
Company		Phone ()
Address		Supervisor
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>		
Company		Phone ()
Address		Supervisor
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>		

MILITARY SERVICE	
Branch / Entry Rank	From To
Rank at Discharge	Present Classification
Duties Performed:	

ADDITIONAL INFORMATION

Other Qualifications:

Summarize special job related skills and qualifications acquired from previous employment or other experiences.

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State any additional information you feel may be helpful to us in considering your application for employment.

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? Yes _____ No _____.

NOTE TO APPLICANTS: DO NOT answer this question unless you have been informed about the requirements of the job for which you are applying. A description of the activities involved in such a job or application may be obtained upon request.

CERTIFICATION

All statements made by me in connection with this application are correct to the best of my knowledge. I understand that intentionally withholding information or making false or misleading statements in this application, or whenever discovered, is cause for rejection of my application or termination. Further, I hereby grant Minnesota Commercial Railway Company permission to investigate my suitability for employment based on the information contained herein, or otherwise, except where I make a specific exception below in writing that no investigation be made. Also, I hereby forever release Minnesota Commercial Railway Company from all liability arising from, incidental to, or in connection with such inquiry or the results of such inquiry. The following people or companies, or both, may not be contacted during the pre-employment interviewing process:

I understand that if hired for full time employment, I will be required to resign all other full time conflicting employment positions prior to commencing employment with Minnesota Commercial Railway Company.

I understand that if offered employment with Minnesota Commercial Railway Company that I will be required to undergo and successfully pass a physical examination, including a drug screening, as a condition of employment.

I understand that if offered employment with Minnesota Commercial Railway Company that I will be required by Federal Railroad Administration (FRA) Guidelines, to allow the FRA access to my personal cellular records while I am on duty (only required for positions governed by Hours of Service).

I understand that nothing in this employment application, in the policy statements or personnel guidelines of Minnesota Commercial Railway Company, or in my communications with any company official, is intended to create an employment contract between Minnesota Commercial Railway Company and myself. Minnesota Commercial Railway Company has the right to modify its policies at any time without prior notice. I have the right to terminate my employment at any time and that Minnesota Commercial Railway Company retains the same right.

SIGNATURE _____ **DATE** _____