

Shafer Contracting Co., Inc.
P.O. Box 128
Shafer, Minnesota 55074

EMPLOYMENT APPLICATION

Applicant's Name	Social Security No.
Permanent Street Address or P.O. Box	Phone No.
City, State & Zip Code	Alternate Phone No.
Position(s) Applied For	Date of Application
Have you ever submitted an application here before?	If so, when?
Have you ever been employed here before?	If so, when ?
Are you 18 years or older?	
Are you willing to travel?	

References

Name	Phone No.	Years Known

Educational Background

Name & Location	Years Completed	Did you Graduate ?	Course of Study
High School			
College			
Trade or Business			

Military Background

Branch	Rank at discharge
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AN EQUAL OPPORTUNITY EMPLOYER

Past Employment

Last Employer: Name		Supervisor & Title
Address		Phone No.
Position Held	From To	Wage/Salary
Reason for Leaving		
Last Employer: Name		Supervisor & Title
Address		Phone No.
Position Held	From To	Wage/Salary
Reason for Leaving		
Last Employer: Name		Supervisor & Title
Address		Phone No.
Position Held	From To	Wage/Salary
Reason for Leaving		

Skills and Qualifications

Summarize any special training, skills or experience that may qualify you as being able to perform job-related functions in the position for which you are applying.

I certify that the information in this application is true and understand that misrepresentations or false or omitted facts may result in my termination, regardless of the time of discovery by the company. I also understand that, if hired, my employment is for no definite period and may be terminated at any time without written notice and that, absent a written contract signed by the President of the company, I will remain an at-will employee and can be terminated at any time without any notice.

I authorize investigation of the statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information such references may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you.

I understand that if the company decides to engage an investigative consumer reporting agency to report on my credit and personal history, the company will provide me, at my request, with the name and address of the agency so that I can obtain from them the nature and substance of the information contained in the report.

Signature: _____

Date: _____

Name: _____

Invitation to Self-Identify

We are obligated to report demographic information about our employees and job applications to the U.S. Department of Labor (DOL) and/or the Equal Employment Opportunity Commission (EEOC). The government suggests we invite individuals such as yourself to provide information to us directly. We agree that this approach produces more accurate information.

As an employer of 100 or more people, and/or an affirmative action employer with federal contracts exceeding \$50,000 and 50 or more workers, we are required to create and maintain this information on all employees. We are also required to request the information from job applicants. Job applicants are not required to respond. Yet, we ask you to do so because we wish our statistical analysis to be as accurate as possible. Missing or inaccurate information can produce results that aren't accurate.

Please place a check in the appropriate boxes below.

Check One:

- Female
- Male

Check One:

- Hispanic or Latino
- Not Hispanic or Latino

Check One:

(Only of Not Hispanic or Latino)

- American Indian/Alaska Native
- Asian
- Black/African American
- Native Hawaiian/Pacific Islander
- White
- Two or More Races

Definitions:

Hispanic or Latino – A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.

American Indian or Alaska Native (Not Hispanic or Latino) – A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.

Asian (Not Hispanic or Latino) – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

Black or African American (Not Hispanic or Latino) - A person having origins in any of the black racial groups of Africa.

Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino) – A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

White (Not Hispanic or Latino) – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Two or More Races (Not Hispanic or Latino) – Persons who identify with two or more race/ethnic categories named above.

(PLEASE NOTE: If you are given a job offer, you will be invited to identify at that time any disability for which you need an accommodation, or your status as a U.S. military veteran.)