

# Application for Employment

**Please read before filling out this application**

Edgecombe-Martin County Electric Membership is an equal opportunity employer and provider. No question on this application is used to limit or exclude an applicant from employment consideration on any basis prohibited by applicable federal, state or local law. Proof of identity and work authorization will be required upon employment in accordance with federal regulations. Edgecombe-Martin County Electric Membership Corporation **intends to check and hold you responsible for the accuracy of the statements you make on this application.** This application will receive consideration for **thirty (30) days.**

## Personal Data

Name \_\_\_\_\_  
 (Last) (First) (Middle)

Address \_\_\_\_\_  
 (Street) (City) (State) (Zip)

Contact Number (\_\_\_\_) \_\_\_\_\_ Are you 18 years or older?  Yes  No

Are you legally eligible for employment in the United States? (If yes, proof is required if hired.)  Yes  No

Have you ever plead "guilty" or "no contest" to, or been convicted of, a crime?  Yes  No  
 If yes, explain \_\_\_\_\_  
*(A "yes" answer to this question does not necessarily preclude consideration for employment)*

## Educational Data

	Name of School	Location	Course of Study	Did You Graduate? Degree or diploma
High School				
College				
Graduate School				
Vocational Training/Other				
Other (Specify)				
Continuing Education				
List Degree(s) Obtained				

# Employment

Job applied for \_\_\_\_\_ Salary desired \_\_\_\_\_

Have you ever applied here before? \_\_\_\_\_ When? \_\_\_\_\_

Have you ever worked for this Company before? \_\_\_\_\_ When? \_\_\_\_\_

If yes, give the name(s) if different from the one given on this application \_\_\_\_\_

When could you report for work? \_\_\_\_\_

Explain any gaps in your employment, other than those due to personal illness, injury or disability.

\_\_\_\_\_

\_\_\_\_\_

Have you ever been fired or asked to resign from a job?  Yes  No

If yes, explain \_\_\_\_\_

# Work History

Are you currently covered by a non-compete agreement with any former employer?  Yes  No

If yes, identify employer \_\_\_\_\_

From (mo./yr.)	Company	Telephone AREA ( )	
To (mo./yr.)	Address	City	State Zip
Supervisor's Name/Title	Type of Business		If this is your current employer, may we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Your Position/Title	Responsibilities/Duties		
Specific Reason for Leaving			

From (mo./yr.)	Company	Telephone AREA ( )	
To (mo./yr.)	Address	City	State Zip
Supervisor's Name/Title	Type of Business		If this is your current employer, may we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Your Position/Title	Responsibilities/Duties		
Specific Reason for Leaving			

From (mo./yr.)	Company	Telephone AREA ( )	
To (mo./yr.)	Address	City	State Zip
Supervisor's Name/Title	Type of Business		If this is your current employer, may we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Your Position/Title	Responsibilities/Duties		
Specific Reason for Leaving			

## Relatives In Our Employment

Name	Relationship	Name	Relationship

## Military

Branch of Service: \_\_\_\_\_

Duties in the service, including schools and training: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Special Skills

What knowledge, special technical or computer skills, and/or other qualifications have you acquired from employment or other experience? Include any specific equipment that you can proficiently operate and/or any software applications you are proficient in. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List any first aid or emergency response training for which you are currently certified (give date of certification). \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Professional References

Give three references who are not relatives or former employers.

Name	Occupation	Years Known	Phone	Address

# Affidavit

I certify that all the information submitted by me on this application is true and complete, and I understand that if any false or misleading information, omissions or misrepresentations are discovered, my application may be rejected, and if I am employed, my employment may be terminated at any time.

If hired, I agree to conform to Edgecombe-Martin County EMC's rules and regulations, and I understand that these rules and/or the employee handbook do not form a contract of employment either express or implied, and I agree that my employment and compensation can be terminated, with or without cause and with or without notice to the extent permitted by law, at any time, at either my or Edgecombe-Martin County EMC's option.

I also understand and agree that the terms and conditions of my employment may be changed, with or without cause and with or without notice, at any time by the Company. I understand that no Edgecombe-Martin County EMC representative, other than its Chief Executive Officer, and then only when in writing and signed by the Chief Executive Officer, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the forgoing.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, résumé or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

I also understand that, if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States as required by federal immigration laws.

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Signature \_\_\_\_\_ Date \_\_\_\_\_