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 www.ndportservices.com

PROVIDING A LINK TO THE WORLD MARKETPLACE

Employee Application

Date: _____ Social Security Number: _____

Birthdate: _____ if under 18, please list

Name: _____
Last First Middle Maiden

Address: _____
Number Street City State Zip How Long

E-Mail Address: _____ Home Phone : _____ Cell Phone: _____

Position applied for: _____

Employment desired: Full-time Part-time Full or Part-time

Hours Available: Mon _____ Thurs _____ Sun _____
 Tue _____ Fri _____
 Wed _____ Sat _____

Date Available to Begin: _____

Education

Type of School	Name of School	Years Completed	Major or Degree
High School			
College			
Business/Trade School			
Professional School			

References

Please list two references other than relatives or previous employers

Name	Name
Position	Position
Company	Company
Address	Address
Phone	Phone
E-Mail	E-Mail

Have you ever been convicted of a crime? ___No ___Yes If yes, please explain in detail:

Do you have a driver's license? ___Yes ___No Type _____ State of Issue _____

Have you had any accidents in the past 3 years ___Yes ___No How many? _____

Have you had any moving violations in the past 3 years ___Yes ___No How many? _____

Have you ever been convicted of a DUI? ___Yes ___No Year (s) _____ State: _____

Work Experience

Please list your work experience for the **past 5 years** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name of employer Address City, State, Zip Code Phone number	Name of last supervisor	Employment Dates From To	Pay or Salary Start Final
Your last job title			
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked for this company.			

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Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked for this company.			

Additional Skills

Use this space to add any additional information necessary to describe your full qualifications for the position for which you are applying. (Please include any welding, fabricating, truck driving, operating experience, computer skills, etc.)

I hereby certify that the above information is true and accurate and acknowledge that, if employed, falsified statements may be cause for termination. I hereby authorize North Dakota Port Services, Inc. to inquire about and obtain copies of any records from my references, former employers and available public records which relate to me.

Signature of Applicant

Date

Revised 12/15/11