
APPLICATION FOR EMPLOYMENT



RUTHERFORD ELECTRIC MEMBERSHIP CORPORATION

P.O. Box 1569 ♦ Forest City, North Carolina 28043
Telephone Number (828) 245-1621 ♦ 1-800-521-0920

AN EQUAL OPPORTUNITY EMPLOYER

DATE _____

POSITION(S) APPLIED FOR _____

NAME _____
(Last) (First) (Middle) (Maiden Name)

ADDRESS _____
(Street) (City) (State) (Zip)

TELEPHONE () _____ EMAIL ADDRESS: _____

OTHER NUMBER WHERE YOU CAN BE REACHED _____

HAVE YOU FILED AN APPLICATION WITH RUTHERFORD EMC BEFORE?.....YES ___ NO ___
IF YES, GIVE DATE _____

HAVE YOU BEEN EMPLOYED WITH RUTHERFORD EMC BEFORE? YES ___ NO ___
IF YES, GIVE DATES _____

ARE YOU RELATED IN ANY WAY TO AN EMPLOYEE OR A DIRECTOR OF RUTHERFORD EMC, OR TO THE SPOUSE OF AN EMPLOYEE OR DIRECTOR OF RUTHERFORD EMC? **Please see note on last page*
YES ___ NO ___ IF YES, PLEASE EXPLAIN _____

ARE YOU LEGALLY ELIGIBLE FOR EMPLOYMENT IN THIS COUNTRY? YES ___ NO ___
(PROOF OF U.S. CITIZENSHIP OR IMMIGRATION STATUS WILL BE REQUIRED IF EMPLOYED)

TYPE OF EMPLOYMENT DESIRED: FULL-TIME _____ PART-TIME _____ TEMPORARY _____

PLEASE CIRCLE BELOW THE OFFICE IN WHICH YOU WISH TO WORK:

FOREST CITY MORGANTON MARION LINCOLNTON CHERRYVILLE GASTONIA

NOTICE TO APPLICANTS
OF
EQUAL EMPLOYMENT OPPORTUNITY

All applicants for employment with Rutherford EMC are considered and hired on the basis of qualifications, merit, and ability to perform work assignments; and without regard to race, color, religion, age, sex, national origin, disability (including physical or mental impairment), or any other legally protected status.

The employment practices of Rutherford EMC insure equal treatment of all employees, without discrimination in rates of pay or other terms and conditions of employment including opportunities for advancement, because of the employee's race, color, religion, age, sex, national origin or disability.

Education

Circle the highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12 GED College 1 2 3 4 Graduate School 1 2 3 4

SCHOOL	NAME & LOCATION	DATES ATTENDED	GRAD?	S/Q HRS	MAJ/MIN COURSE	DEGR
High School						
College/University						
Graduate/Professional						
Other						

LIST fields of work for which you are licensed, registered or certified, giving date(s) and source(s) of issuance ____

Military Service Record

Were you in the U.S. armed forces? Yes ____ No ____ If yes, Branch _____

ACTIVE DUTY FROM _____ TO _____ Discharge rank or grade _____

Skills and Qualifications

Summarize special skills and qualifications acquired from employment or other experiences that may qualify you for work with Rutherford EMC.

Personal References

(Not relatives or former employers)

Name _____ Phone _____

Address _____ Occupation _____

Name _____ Phone _____

Address _____ Occupation _____

Name _____ Phone _____

Address _____ Occupation _____

Employment History

Current or Last Employer		Address		Telephone
Job Title		Name & Title of Supervisor		No. you Sup.
Date Employed (mo/yr)	Starting Salary	Ending Salary	Reason for Leaving	
Date Separated (mo/yr)	Duties			
Full Time (# of yrs./mo)				
Part Time (# of yrs/mo)				
If part time, no. of hours worked per week				

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Job Title		Name & Title of Supervisor		No. you Sup.
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If part time, no. of hours worked per week				

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Full Time (# of yrs./mo)				
Part Time (# of yrs/mo)				
If part time, no. of hours worked per week				

Employment History (cont'd)

Current or Last Employer		Address		Telephone
Job Title		Name & Title of Supervisor		No. you Sup.
Date Employed (mo/yr)	Starting Salary	Ending Salary	Reason for Leaving	
Date Separated (mo/yr)	Duties			
Full Time (# of yrs./mo)				
Part Time (# of yrs/mo)				
If part time, no. of hours worked per week				

Important - Please Read:

*Rutherford Electric restricts the employment of certain relatives of employees and directors.

Certain positions require an employment entrance examination to determine physical and mental fitness as required to perform essential job functions.

All applicants offered a position with REMC must pass a pre-employment drug test and pre-employment alcohol test.

All applicants must submit to a criminal background check.

PLEASE READ CAREFULLY AND SIGN (Application not valid unless signed)

It is understood and agreed that any misrepresentation by me in this application will be sufficient cause for cancellation of this application and/or separation from Rutherford EMC if I have been employed. Furthermore, I understand that just as I am free to resign at any time, Rutherford EMC reserves the right to terminate my employment at any time, with or without cause and without prior notice. I understand that no representative of Rutherford EMC has the authorization to make any assurances to the contrary.

I authorize Rutherford EMC to make such investigation and inquiries as may be necessary in arriving at an employment decision. I hereby release employers, schools, and other persons from all liability in responding to inquiries in connection with my application.

This application is current for only ninety (90) days. At the conclusion of this time, if I have not heard from Rutherford EMC and still wish to be considered for employment, it will be necessary for me to contact Rutherford EMC.

Signature of Applicant _____ Date _____

(NOTE: Applicants applying for positions that require them to drive Rutherford EMC vehicles must also fill out the Application Supplement for Position That Requires A CDL.