



POSITION APPLIED FOR \_\_\_\_\_ DATE \_\_\_\_\_

Please Print in Ink

**PERSONAL INFORMATION**

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

Address \_\_\_\_\_

Previous Address \_\_\_\_\_

Telephone No \_\_\_\_\_ Business No \_\_\_\_\_

Soc. Sec. No. \_\_\_\_\_ Are you legally eligible to work in the United States? \_\_\_ Yes \_\_\_ No

(The Immigration Reform and Control Act of 1986 requires that all applicants provide evidence of identity and eligibility to work prior to employment)

**AVAILABILITY**

Available Start Date \_\_\_\_\_ Salary Range \_\_\_\_\_

Category Preferred \_\_\_ Full Time \_\_\_ Part Time \_\_\_ Temporary

Available Schedule \_\_\_ Weekdays \_\_\_ Weekends \_\_\_ Evenings \_\_\_ Nights \_\_\_ Overtime \_\_\_ Shift

**SECURITY**

List states and countries of residence for the past seven years \_\_\_\_\_

Have you used any names or S.S. numbers other than those on this page? \_\_\_ Yes \_\_\_ No  
(If so, please list them under "Additional Information" section)

Have you been convicted of a felony? \_\_\_ Yes \_\_\_ No  
(A conviction record will not necessarily be a bar to employment; various factors will be taken into consideration.)

If so, please explain \_\_\_\_\_

\_\_\_\_\_

### EDUCATION/TRAINING

High School \_\_\_\_\_  
City/State \_\_\_\_\_ Graduate? \_\_\_\_\_ Degree? \_\_\_\_\_

College/Univ \_\_\_\_\_  
City/State \_\_\_\_\_ Graduate? \_\_\_\_\_ Degree? \_\_\_\_\_

Graduate \_\_\_\_\_  
City/State \_\_\_\_\_ Graduate? \_\_\_\_\_ Degree? \_\_\_\_\_

Other \_\_\_\_\_  
City/State \_\_\_\_\_ Graduate? \_\_\_\_\_ Degree? \_\_\_\_\_

Academic Average (2.58/4.0) High School \_\_\_\_\_ College \_\_\_\_\_ Graduate School \_\_\_\_\_

Main area of courses taken \_\_\_\_\_

Positions of leadership held \_\_\_\_\_

Honors, awards received, including scholarships \_\_\_\_\_

Professional and Community memberships and offices held (omit those which indicate race, religion, or national origin)  
\_\_\_\_\_

### JOB RELATED SKILLS

(Do not fill out any part of this section you believe to be non-job related.)

If the job requires, do you have the appropriate valid drivers license? \_\_\_ Yes \_\_\_ No

DL# \_\_\_\_\_ Type \_\_\_\_\_ State of Issue \_\_\_\_\_

Have you had any moving violations? Please describe \_\_\_\_\_

Have you been given a job description? \_\_\_ Yes \_\_\_ No

Do you understand the requirements for this job? \_\_\_ Yes \_\_\_ No

What types of office equipment can you operate? \_\_\_\_\_

Are you fluent in any other languages? \_\_\_ Yes \_\_\_ No

If so, please explain \_\_\_\_\_



**REFERENCES**

(Include only individuals familiar with your work ability. Do not include relatives.)

\_\_\_\_\_  
Name Address/Phone Yrs. Known/Relationship

\_\_\_\_\_  
Name Address/Phone Yrs. Known/Relationship

**ADDITIONAL INFORMATION**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In order to comply with various legal requirements, it is necessary for the following statements to appear on this application. Please read these statements carefully before affixing your signature.

I declare and affirm under penalty perjury that I am eligible to be employed in the United States.

If employed by East Fork Biodiesel, LLC, I understand and agree that the employment relationship will not be for any specific time period and may be terminated at the will of either myself or the Company.

I understand that as a condition of employment, I may be required to submit to a pre-employment drug/alcohol test per Part 382 of the Omnibus Transportation Employee Testing Act of 1991. This Act requires employers to test all CDL licensed drivers for the illegal use of alcohol and controlled substances.

I authorize East Fork Biodiesel, LLC to investigate all statements in this application and to contact all employers and references. I understand that false or misleading statements in this application will be sufficient cause for termination of consideration or for dismissal if already employed.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## Voluntary Applicant Survey

East Fork Biodiesel, LLC is committed to the principles of Equal Employment opportunity. In order to monitor our EEO efforts and to comply with government record keeping, reporting and other legal requirements, we need to collect information from our job applicants. Completion of this self-identification form is voluntary. You will not be subjected to any adverse treatment if you do or do not provide the information requested. We would, however, appreciate your response. The form will be removed from your application materials upon receipt and will be kept confidential.

Name: _____		
Last	First	Middle Initial
Position For Which You Are Applying: _____		
Referral Source:		
_____ EFB Employee	_____ Journal/Newspaper Ad: _____	
_____ Friend/Relative	_____ Job Posting Located At: _____	
_____ Walk-in	_____ Other: _____	

1. Sex:    \_\_\_\_\_ Male        \_\_\_\_\_ Female

2. Race:

- \_\_\_\_\_ AMERICAN INDIAN/ALASKAN NATIVE: Origins in North America, to include Alaska
- \_\_\_\_\_ ASIAN: Origins in Far East, Southeast Asia, or India (i.e., Cambodia, China, Japan, India, Korea, etc.)
- \_\_\_\_\_ NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER: Origins in Hawaii, Guam, Samoa, or other Pacific Islands.
- \_\_\_\_\_ BLACK OR AFRICAN AMERICAN: Origins in Africa
- \_\_\_\_\_ HISPANIC OR LATINO: Persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.
- \_\_\_\_\_ WHITE: Origins in Europe, North Africa, or the Middle East
- \_\_\_\_\_ TWO OR MORE RACES: A combination of any of the above.