



NAMEKAGON TRANSIT

14760 W County Road B

Hayward, WI 54843

Phone (715) 634-6633 Fax (715) 634-0276

Application for Employment

Last Name, First Name, and Middle Initial

Position applied for

Address

Telephone Number

City, State, Zip Code

Alternate Phone Number

Namekagon Transit is an equal opportunity employer

Namekagon Transit considers applicants for all positions without regard to race, color, creed, sex, national origin, age, ancestry, marital status, disability, sexual orientation, arrest record, conviction record, membership in the National Guard, state defense force, or any other reserve component of the military forces of the United States or this state, or the use or non-use of lawful products off the employer's premises during non-working hours, or any other legally protected status. If you have a disability which required an accommodation please contact the Transit Manager at 715-634-6633 or e-mail kmelasecca@hotmail.com so appropriate arrangements can be made to allow you to participate in the selection process.

Certification, Authorization, & Release

I certify that the information given by me on this application is true and correct without omission to the best of my knowledge. I understand and agree that any misrepresentation or deliberate omission of a fact during the application process may result in a rejection of my application, or, if employed, a termination from employment.

I further understand that Namekagon Transit will make a thorough investigation of my entire work history and may verify all data given in my application for employment, related papers, or oral interviews. I consent to and authorize release of information requested by the county or its agents and I release from liability any person giving or receiving any such information.

I agree that my employment may be terminated by Namekagon Transit at any time during probation without liability for wages or salary except such as may have been earned at the date of such termination unless otherwise agreed to in writing.

Although Namekagon Transit management makes every effort to accommodate individual preferences, business needs may at times make the following conditions mandatory: overtime or work schedules other than usual work hours as business needs dictate. I understand and accept these conditions of employment, if hired.

Receipt of the application by Namekagon Transit for consideration does not constitute a promise to interview or to offer employment with Namekagon Transit. I also understand that Namekagon Transit does not accept personal resumes alone for consideration in the employment process and will consider this application as completed, along with a resume if submitted, when reviewing candidates for an employment vacancy.

I further understand that I may be asked to undergo a physical examination, including substance abuse screening, prior to an appointment to a position with Namekagon Transit and that I may be subject to substance abuse screening after employment. I understand that refusal to participate in a requested pre-employment substance abuse screening will result in the rejection of my application.

Signature of Applicant

Date

Educational Background

Name of School	Address	Degree(s)	Major(s)
High School _____			
College _____			
Graduate _____			
Technical _____			
License(s) or Certification(s) Held: _____			

Military Service

Branch	Mo/Yr Served	Active Duty or Reserve	Highest Rank	Specialty

Personal References

(Avoid using relatives.)

Name: _____ Position: _____

Address: _____ Telephone Number: _____

City/State/Zip: _____ Known since: _____

Name: _____ Position: _____

Address: _____ Telephone Number: _____

City/State/Zip: _____ Known since: _____

Name: _____ Position: _____

Address: _____ Telephone Number: _____

City/State/Zip: _____ Known since: _____

Employment History

Begin with the most recent; go back at least ten years.

Employed from: _____ to: _____

Job Title: _____

Company Name: _____

Duties: _____

City/State/Zip: _____

Supervisor Name: _____

Supervisor Phone: _____

Starting Salary/Hourly Wage: _____

Reason for Leaving: _____

Ending Salary/Hourly Wage: _____

May we contact your employer/supervisor? _____ Yes _____ No

Employed from: _____ to: _____

Job Title: _____

Company Name: _____

Duties: _____

City/State/Zip: _____

Supervisor Name: _____

Supervisor Phone: _____

Starting Salary/Hourly Wage: _____

Reason for Leaving: _____

Ending Salary/Hourly Wage: _____

May we contact your employer/supervisor? _____ Yes _____ No

Employed from: _____ to: _____

Job Title: _____

Company Name: _____

Duties: _____

City/State/Zip: _____

Supervisor Name: _____

Supervisor Phone: _____

Starting Salary/Hourly Wage: _____

Reason for Leaving: _____

Ending Salary/Hourly Wage: _____

May we contact your employer/supervisor? _____ Yes _____ No

General Information

1. Are you at least 18 years of age? Yes No
2. Have you ever been employed by Namekagon Transit? Yes No
 - (a) If yes, from _____ to _____
 - (b) In What position? _____
 - (c) Reason for leaving: _____
3. Are you willing to work: Evenings Shifts Weekends Overtime
4. Are you willing to receive special training for this position? Yes No
5. Are you related to anyone who is currently employed by Namekagon Transit?
If yes, specify:

Name of Relative(s)

Relationship

Position

-
-
6. Do you have a valid Driver's License? Yes No
If yes, issued by what state? _____ Driver's License # _____
Do you have current automobile liability insurance? Yes No
Do you have a CDL? Yes No Passenger Endorsement? Yes No
If yes, what classifications? _____
 7. Have you ever been bonded? Yes No
If yes, on what jobs? _____
 8. Are there any other experiences, skills, or qualifications which you think would especially qualify you for employment with Namekagon Transit? _____

 9. Have you ever been convicted of, or plead no contest to, any felony or misdemeanor for violation of any federal law, any Wisconsin law, any laws of any other states or ordinances of any municipality or are there any criminal charges pending against you? Yes No
(Not necessary to include traffic violations.)
If yes, please list jurisdiction (location), date(s), and charge(s): _____

Criminal charges are not an automatic bar to employment. Each charge is considered on a case-by-case basis in relationship to the position in compliance with state or federal law.