



**MID-OHIO ENERGY
COOPERATIVE, INC.**
A Touchstone Energy[®]
Cooperative 

APPLICATION FOR EMPLOYMENT

Mid-Ohio Energy is an equal opportunity employer and will not discriminate against applicants or employees on the basis of race, color, religion, national origin, ancestry, age, sex, pregnancy (including childbirth or related medical conditions), disability, genetic information, sexual orientation, gender identity, military status, citizenship, or any other class protected by applicable law.

Please print and attach a resume

Name: _____
(First) (Middle) (Last)

Current address: _____
(Street)

(City) (State) (Zip) (Length of time at address)

Address(es) for the past 3 years (Attach additional sheet if more space is needed):

(Street) (City) (State) (Zip) (Length of time at address)

(Street) (City) (State) (Zip) (Length of time at address)

Phone Number: _____ **E-Mail:** _____

Social Security Number: _____ - _____ - _____ **Date of Birth:** ____/____/____

How were you referred to the Cooperative? _____

Position applied for: _____

Date available to begin work: _____ **Desired salary:** _____

Are you available to work from 7:30 a.m. to 4:00 p.m., Monday through Friday? ☐ Yes ☐ No

Are you willing to work after hours call-out duty and on-call assignments including weekends and holidays? ☐ Yes ☐ No

Are you legally authorized to work in the United States? ☐ Yes ☐ No

If hired, Mid-Ohio Energy will require proof of eligibility to work in the United States, as required by law.

Are you at least eighteen years of age? ☐ Yes ☐ No

Have you ever applied for a job with the Cooperative? ☐ Yes ☐ No

If yes, specify the date(s): _____

Have you ever been previously employed by the Cooperative? ☐ Yes ☐ No

If yes, specify the date(s) and the position(s) held: _____

Are you able to perform the essential functions of the position for which you are applying with or without a reasonable accommodation? ☐ Yes ☐ No

(If you would like a list of job functions for the position for which you have applied, please speak to the Human Resources Department)

Excluding any conviction that has been sealed or expunged and any minor traffic offenses, have you ever plead guilty to a crime, been convicted of a crime, or received a verdict of anything other than “not guilty” in any criminal investigation or proceeding? ☐ Yes ☐ No

If yes, please indicate date and explain the nature of crime. Please also provide any extenuating circumstances or other information, such as rehabilitation since conviction that would enable Mid-Ohio Energy to determine your fitness for the job:

Education

School name and state located	Number of years attended	Degree (If Any)	Major

Are you currently taking any courses? ☐ Yes ☐ No

If yes, list courses: _____

Employment Record (most recent employer first)

A minimum of 3 years must be shown. If applying for a position that requires you to have a commercial driver's license, you must list your employment in which you drove commercial motor vehicles for the last 10 years. The information provided in this section may be used for the purpose of investigating your work history and previous employers listed here may be contacted. Attach additional sheets if more space is needed.

Start and end date	Name, address, and phone number of employer	Job title and brief description of duties	Starting and ending salary	Reason for leaving

May we contact your current employer? ☐ Yes ☐ No

Have you ever been terminated from a job due to misconduct or wrongdoing? ☐ Yes ☐ No

If yes, please explain: _____

References

Please list **2** individuals who are familiar with your work, but are not relatives or former employers

Name and occupation	Address	Phone number

Current Driver's License

Driver's license number	State	Type	Expiration date

Have you ever been denied a license, permit or privilege to operate a motor vehicle? ☐ Yes ☐ No

If yes, please explain: _____

Has any license, permit or privilege ever been suspended or revoked? ☐ Yes ☐ No

If yes, please explain: _____

Driving Experience

Class of equipment	Type of equipment (Van, Tank, Flat, Etc.)	Dates		Approximate number of miles (Total)
		To	From	
Straight truck				
Tractor & semi-trailer				
Tractor-two trailers				
Other				

Accident record for the past 3 years

(Attach additional sheet if more space is needed)

Date (Starting with most recent)	Nature of accident (Head-On, Rear-End, Upset, Etc.)	Fatalities		Injuries	
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Traffic convictions (other than parking violations) & forfeitures for the past 3 years

(Attach additional sheet if more space is needed)

Location	Date	Charge	Penalty

Applicant Statement

I authorize Mid-Ohio Energy to investigate all statements in this application and to secure any appropriate information from all of my employers and references, except as I have otherwise indicated on this application. I hereby release all of those employers, references, and Mid-Ohio Energy from any and all liability arising from their giving or receiving information about my employment history, my academic credentials or qualifications, and my suitability for employment with Mid-Ohio Energy.

I understand that any offer of employment is contingent upon receipt of a satisfactory check of my academic credentials, employment references, credit check, criminal history check, driving history check, and physical examination, which will include a blood, breath, urine, or saliva test to determine the presence of alcohol and/or illegal or controlled substances.

I further understand that any false or misleading statements or material omissions will be sufficient cause for rejection of my application or termination of my employment.

I understand that nothing in this employment application is intended to create an employment contract between Mid-Ohio Energy and me. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon Mid-Ohio Energy unless it is made in writing and signed by the Chairman or the President & CEO of the Cooperative. I understand that if an employment relationship is established, I have the right to terminate my employment at any time for any reason. I also understand that Mid-Ohio Energy retains the right to terminate my employment at any time for any reason, consistent with applicable law.

I hereby acknowledge that I have read and understand this Applicant Statement.

Signature of Applicant

Date

FOR EMPLOYER'S USE ONLY

Interviewed by: _____

Date: _____

Comments: _____

EMPLOYMENT REFERENCE CHECK

Employer	Person Contacted	Date	Results
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PERSONAL REFERENCE CHECK

Person	Date	Comments
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

ACTION

No Action _____

Interview - No Position Offered _____

Interviewer _____

Position Offered:

Date: _____

Position: _____

Accepted: _____

Start Date: _____

Pay Rate: _____