


EMPLOYMENT APPLICATION



A Touchstone Energy® Cooperative 

Polk-Burnett Electric Cooperative places great emphasis on member service, teamwork, problem solving and innovation. We look for people who exemplify these qualities and are willing to work hard for our membership.

Polk-Burnett Electric Cooperative is an equal opportunity employer and recruits, advertises, promotes, transfers, disciplines and discharges without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.

Applicant Name: _____

Date: _____

Education and Training

Indicate Last Level of Education Completed

High School
 1 2 3 4

College/University
 1 2 3 4

Graduate School
 1 2 3 4

Type of Education	Name and Location	Did you graduate?		Major & Minor	Degree Earned
		<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		
Professional certifications and licenses:					
Computer skills (software programs, hardware, operating systems):					
Other skills or experience that are pertinent to the job applied for:					

Employment History (please print clearly)

MUST BE COMPLETED EVEN IF ATTACHING RESUME. List your last three employers with the most recent first.

If you are currently employed, may be contact your employer? Yes No

Employer:		Employer Phone Number:	
Address:			
Dates Employed From:		To:	
Starting Salary:		Supervisor's Name:	
Ending Salary:		Supervisor's Job Title:	
Your Job Title:			
Your Duties:			Reason for leaving:

Employment History (continued) (please print clearly)

Employer:		Employer Phone Number:	
Address:			
Dates Employed From:		To:	
Starting Salary:		Supervisor's Name:	
Ending Salary:		Supervisor's Job Title:	
Your Job Title:			
Your Duties:	Reason for leaving:		

Employer:		Employer Phone Number:	
Address:			
Dates Employed From:		To:	
Starting Salary:		Supervisor's Name:	
Ending Salary:		Supervisor's Job Title:	
Your Job Title:			
Your Duties:	Reason for leaving:		

Nonbinding Application and Interview Process: I understand that this application will be reviewed, but nothing in this application or any other documents or in the employment evaluation process shall be construed as either an offer or contract of employment or an obligation on the part of Polk-Burnett Electric Cooperative to provide any benefit to me.

Employment-At-Will: I understand that my employment and compensation can be terminated with or without cause, and with or without notice, at any time, at the option of either Polk-Burnett Electric Cooperative or myself.

I hereby declare that my statements on this application and on my resume or documents provided by me to Polk-Burnett Electric Cooperative are true and correct to the best of my knowledge. I acknowledge and agree that providing any false information may result in a decision not to hire me, or if hired, may result in the termination of my employment. This application shall be considered active for a period of time not to exceed 180 days.

Applicant Signature: _____