



Application Date: _____
Interview Date: _____
Hire Date: _____

PO BOX 1133 | WAYNE, WV 25570
304.501.4755 | coalfield-development.org

Employment Application Form

Applicant Information

Full Name: _____
Last First M.I.

Address: _____
Street Address Apt/Unit #

_____ *City State ZIP Code*

Phone: Home: _____ Cell: _____

Are you at least 18 years of age? YES NO

Email Address: _____

Position Applied for: _____

Education Information

Diploma – High School Name: _____

Vocational Program: _____ GED

College Degree: _____ (list school & focus of courses)

Voluntary Information

This information is being requested in accordance with federal regulations. The information is voluntary and will not be used when considering you for employment with our company.

Racial or Ethnic Group

- American Indian/Alaskan Asian/Pacific Islander Black/African American
- Hispanic/Latino White/Caucasian Other

Gender

- Female Male

Military Service

Disabled Veteran Rank & Date: _____

How did you hear about this position?

- Newspaper Company Employee News Media Coverage
- Job Fair Placement Office Website
- Social Media Other _____

Employment History

Please provide contact information for former employers, starting with the most recent.

#1 Most Recent Employer: _____ Contact Name: _____		\$	hr/year
<i>DATES OF EMPLOYMENT</i>	<i>JOB TITLE</i>	<i>Wage/Salary</i>	
Phone: _____	May we contact for references?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Email: _____	Is this your current employer?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Reason for Leaving: _____			
#2 Most Recent Employer: _____ Contact Name: _____		\$	hr/year
<i>DATES OF EMPLOYMENT</i>	<i>JOB TITLE</i>	<i>Wage/Salary</i>	
Phone: _____	May we contact for references?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Email: _____	Is this your current employer?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Reason for Leaving: _____			
#3 Most Recent Employer: _____ Contact Name: _____		\$	hr/year
<i>DATES OF EMPLOYMENT</i>	<i>JOB TITLE</i>	<i>Wage/Salary</i>	
Phone: _____	May we contact for references?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Email: _____	Is this your current employer?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Reason for Leaving: _____			

Certification and Authorization

Please read the following statements and provide your signature to indicate your understanding.

The information completed on this form is true and accurate. I authorize Coalfield Development to contact and inquire with the individuals listed on this form concerning my education and previous employment.

If selected to be employed, I will be required to provide original documents which verify my identity and right to work in the United States under federal law. The document(s) provided will be used to complete the US I-9 Form.

I acknowledge that I have read and agree to the above statements.

Signature

Date