



Employment Application
 PO Box 2446
 Mt. Lake Park, Maryland 21550
 Phone: (301) 334-8186
 Fax: (301) 334-8698

It is the policy of GMS Mine Repair & Maintenance, Inc. to provide equal employment opportunities to all applicants and employees without regard to any legally protected status such as race, color, religion, national origin, age, disability or veteran status.

APPLICANT INFORMATION					
Last		First		M.I.	
Street					
City		State		ZIP	
Daytime Phone		Evening Phone			
Date Available		Social Security No.			
Position Applied for					
Salary	\$	<input type="checkbox"/> Hourly	<input type="checkbox"/> Yearly		
Referral Source	<input type="checkbox"/> Newspaper _____ <input type="checkbox"/> Employee _____ <input type="checkbox"/> Other _____				
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever applied for work with this company before?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?		

****Please provide a copy of all mining certification cards, training slips and a valid drivers' license****

Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain:	
Are you at least 18 years old?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	How will you get to work:	
Driver's License Number				State Issued
Are you able to perform the essential functions of the job position with or without reasonable accommodation?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	What reasonable accommodation, if any would you require?	

Who should be contacted if you are involved in an emergency?

Contact Name: _____
 Relationship to you: _____
 Address: _____
 City/State/Zip: _____
 Daytime phone: _____ Evening phone: _____

EDUCATION

High School:			Address:			
	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree	
College:			Address:			
	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree	
Other:			Address:			
	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree	
Other Training			Awards, Honors, Etc.			

PREVIOUS EMPLOYMENT

Company				Phone	()	
Address				Supervisor		
Job Title				Starting Salary	\$	Ending Salary
					\$	
Work Performed						
From		To		Reason for Leaving		
May we contact your previous supervisor for a reference?					YES	<input type="checkbox"/>
					NO	<input type="checkbox"/>
Company				Phone	()	
Address				Supervisor		
Job Title				Starting Salary	\$	Ending Salary
					\$	
Work Performed						
From		To		Reason for Leaving		
May we contact your previous supervisor for a reference?					YES	<input type="checkbox"/>
					NO	<input type="checkbox"/>
Company				Phone	()	
Address				Supervisor		
Job Title				Starting Salary	\$	Ending Salary
					\$	
Work Performed						
From		To		Reason for Leaving		
May we contact your previous supervisor for a reference?					YES	<input type="checkbox"/>
					NO	<input type="checkbox"/>

PLEASE USE THIS AREA TO LIST ANY SKILLS THAT MAY BE USEFUL FOR THE JOB YOU ARE SEEKING AND HOW MANY YEARS OF EXPERIENCE YOU HAVE.

MILITARY SERVICE

Branch		From		To	
Rank at Discharge		Type of Discharge			
If other than honorable, explain					

REFERENCES

Please list three people who would be willing to provide a reference for you.

Full Name	Relationship
Company	Phone ()
Address	
<hr/>	
Full Name	Relationship
Company	Phone ()
Address	
<hr/>	
Full Name	Relationship
Company	Phone ()
Address	

DISCLAIMER AND SIGNATURE

I certify that the information provided on this Application is truthful and accurate. I understand that providing false or misleading information will be the basis for rejection of my Application, or if employment commences immediate termination.

I authorize GMS Mine Repair & Maintenance Inc. to contact former employers and educational organizations regarding my employment and education. I authorize my former employers and educational organizations to fully and freely communicate information regarding my previous employment, attendance, and grades. I authorize those persons designated as references to fully and freely communicate information regarding my previous employment and education.

I authorize GMS Mine Repair & Maintenance Inc. to conduct background checks. Any information will be held confidential with GMS Mine Repair & Maintenance.

If an employment relationship is created, I understand that unless I am offered a specific written contract of employment signed on behalf of the organization by its Human Resources Manager, the employment relationship will be entirely voluntary in nature. In other words, with appropriate notice, I will have the full and complete discretion to end the employment relationship when I choose and for reasons of my choice. Similarly, my employer would have the same right. Moreover, no agent, representative, or employee of GMS Mine Repair & Maintenance Inc., except in a specific written contract of employment signed on behalf of the organization by its Human Resources Manager, has the power to alter or vary the voluntary nature of the employment relationship.

I HAVE CAREFULLY READ THE ABOVE CERTIFICATION AND I UNDERSTAND AND AGREE TO ITS TERMS:

Signature		Date	
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