



Phone: (608) 295-6846 \* Fax: (608) 807-5178 \* E-Mail: steve@mkrlc.net

## EMPLOYEE APPLICATION

Please complete the following form and return to MKR, LLC.

MKR, LLC is an equal opportunity employer. Prospective employees will receive consideration regardless of age, race, creed, color, handicap, marital status, sex, national origin, ancestry, sexual orientation, arrest or conviction record, or veteran status.

### Personal Information:

First Name: \_\_\_\_\_

Middle: \_\_\_\_\_

Last Name: \_\_\_\_\_

Address 1: \_\_\_\_\_

Address 2: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

United States Citizen: ( ) YES ( ) NO

Student: ( ) YES ( ) NO

Have you ever worked for MKR? ( ) YES ( ) NO

If yes, when? \_\_\_\_\_

### How did you hear about MKR, LLC:

( ) Billboard ( ) Friend ( ) Now Hiring Sign ( ) Radio ( ) Newspaper

( ) Website ( ) Other: \_\_\_\_\_



### Position Applying For/Availability:

Position Applying For: \_\_\_\_\_

Expected Pay Rate: \_\_\_\_\_

United States Citizen? ( ) YES ( ) NO

Student? ( ) YES ( ) NO

Valid Driver's License? ( ) YES ( ) NO

If yes, Driver's License Number: \_\_\_\_\_

Availability ( ) Part Time ( ) Full Time

( ) Mon ( ) Tues ( ) Wed ( ) Thurs ( ) Fri ( ) Sat ( ) Sun

Hours Available \_\_\_\_\_

Date Available to Begin Work

Describe any specific training or professional experience which you feel makes you a desirable candidate for this position (Ex: Mechanic, Welding, Snow Plowing): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have the ability to perform all of the duties and meet the time and work requirements for this job? Landscape, mowing, snow plowing, shop positions will require walking, bending, climbing, squatting, carrying, lifting, and reaching. ( ) YES ( ) NO

### Experience Operating....

Please check the equipment you have experience running and the number of hours you have ran it.

<u>Equipment</u>	<u># of hours</u>	<u>Equipment</u>	<u># of hours</u>
( ) Wheel Loader	_____ hours	( ) Skid steer	_____ hours
( ) Salt Truck	_____ hours	( ) Dump Truck	_____ hours
( ) Plow Truck	_____ hours		

<b>Education:</b>			
School	Years Completed	Graduated	Degree/Area of Study
		( ) YES ( ) NO	
		( ) YES ( ) NO	
		( ) YES ( ) NO	
		( ) YES ( ) NO	



## Position-Specific Questions:

### Mechanic/Shop and Snow Removal Positions

Has your employment been terminated or have you been convicted of or do you have charges pending against you for forgery, embezzlement, larceny or financial transaction card crimes? ( ) YES ( ) NO

If yes, list date and circumstances for each conviction, pending charge or termination below:

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Has your employment been terminated or have you been convicted of or do you have charges pending against you for theft, larceny, burglary, violent crimes against the person, trespassing, robbery, arson or criminal damage to property? (Existence of a criminal record does not constitute an automatic bar from consideration, and your record will be considered only as applicable to the position for which you are applying.) ( ) YES ( ) NO

If yes, list date and circumstances for each conviction, pending charge or termination below:

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Has your employment been terminated or have you been convicted of or do you have charges pending against you for forgery, embezzlement, larceny or financial transaction card crimes? ( ) YES ( ) NO

If yes, list date and circumstances for each conviction, pending charge or termination below:

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## Military:

Did you serve in the U.S. Armed Forces? ( ) YES ( ) NO

If yes, what branch? \_\_\_\_\_

Describe any special training you received which might be relevant to the position for which you are applying:

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**Employment:**

**Employer 1**

**Business Name:** \_\_\_\_\_

**Address 1:** \_\_\_\_\_

**Address 2:** \_\_\_\_\_

**City:** \_\_\_\_\_

**State:** \_\_\_\_\_

**Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Dates Employed:** From \_\_\_\_\_ To \_\_\_\_\_

**Pay Rate:** Start \_\_\_\_\_ Last \_\_\_\_\_

**Supervisor's Name:** \_\_\_\_\_

**Job Title:** \_\_\_\_\_

**Duties Performed:** \_\_\_\_\_

**Reason for Leaving:** \_\_\_\_\_



**Employer 2**

**Business Name:** \_\_\_\_\_

**Address 1:** \_\_\_\_\_

**Address 2:** \_\_\_\_\_

**City:** \_\_\_\_\_

**State:** \_\_\_\_\_

**Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Dates Employed:** From \_\_\_\_\_ To \_\_\_\_\_

**Pay Rate:** Start \_\_\_\_\_ Last \_\_\_\_\_

**Supervisor's Name:** \_\_\_\_\_

**Job Title:** \_\_\_\_\_

**Duties Performed:** \_\_\_\_\_

**Reason for Leaving:** \_\_\_\_\_

We may contact the employers listed above unless you indicate those you do not want us to contact.

Business \_\_\_\_\_ Reason \_\_\_\_\_

Business \_\_\_\_\_ Reason \_\_\_\_\_



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## Personal References:

Please list two personal references who are familiar with you, excluding family members or previous employers.

### Reference 1

Name: \_\_\_\_\_  
Address 1: \_\_\_\_\_  
Address 2: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_  
Nature of Relationship: \_\_\_\_\_

### Reference 2

Name: \_\_\_\_\_  
Address 1: \_\_\_\_\_  
Address 2: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_  
Nature of Relationship: \_\_\_\_\_

### Reference 3

Name: \_\_\_\_\_  
Address 1: \_\_\_\_\_  
Address 2: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_  
Nature of Relationship: \_\_\_\_\_



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## Certification of Truthfulness & Reference Check Authorization

I certify that the information I have provided in this application is true and correct to the best of my knowledge, and I understand that falsification of information, failure to complete, or unsatisfactory references are grounds for rejection of this application or, if hired, dismissal. I authorize MKR LLC. to contact and secure information about my educational background, work experience, and to secure records of licensing, administrative, regulatory or other governmental agency, and to contact any other information source relevant to employability.\* I hereby release MKR LLC., and its officers and agents from liability for seeking such information, and all other persons, schools, corporations, or organizations for furnishing such information.

### Understanding Employer-At-Will

I understand that MKR LLC, is an Employer-At-Will, which means that if employed, my employment is for no definite period and that acceptance of an offer of employment does not constitute or create a contractual obligation upon MKR LLC, to continue to employ me in the future, and that my employment may be terminated at any time, with or without cause, by either party. No employee of MKR LLC. is authorized to offer me anything contrary to what is stated above, and I may not rely on any such representations.

[ ] I have read and understood the above paragraphs.

\_\_\_\_\_  
Name ( Please Print )

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date