

Employment Data

If you had more than one position with the same employer, list each separately.

If a job was part time, list the average number of hours worked per week.

When describing a job, list 3 or 4 major tasks performed and the approximate percentage of time spent on each task.

Volunteer work experience will be evaluated in the same manner as paid employment and should be entered the same.

EMPLOYMENT HISTORY (Current)

Employer: _____ Type of Business _____

Employer's Address & Phone # _____

Your Title _____ Supervisor's Name _____

Employed from ____ / ____ to ____ / ____ Average hours per week employed _____

Reason for leaving _____

May we contact employer? () Yes () No

List all machines/equipment/software used on the job _____

List number and title(s) of employees supervised: _____

List Duties: _____

EMPLOYMENT HISTORY (2)

Employer: _____ Type of Business _____

Employer's Address & Phone # _____

Your Title _____ Supervisor's Name _____

Employed from ____ / ____ to ____ / ____ Average hours per week employed _____

Reason for leaving _____

May we contact employer? () Yes () No

List all machines/equipment/software used on the job _____

List number and title(s) of employees supervised: _____

List Duties: _____

EMPLOYMENT HISTORY (3)

Employer: _____ Type of Business _____

Employer's Address & Phone # _____

Your Title _____ Supervisor's Name _____

Employed from ____ / ____ to ____ / ____ Average hours per week employed _____

Reason for leaving _____

May we contact employer? () Yes () No

List all machines/equipment/software used on the job _____

List number and title(s) of employees supervised: _____

List Duties: _____

Comments: To be used to summarize any additional information that you feel may be appropriate.

CERTIFICATION & AUTHORIZATION

I authorize Lincolnway Energy, LLC to use the information and statements contained in this application to determine my qualifications for employment. I authorize Lincolnway Energy, LLC to make inquiries of my former employers regarding my previous duties, responsibilities, performance, compensation, and eligibility for rehire. In addition, I authorize Lincolnway Energy, LLC to conduct additional reference checks that may include reference referrals from previous employers.

I understand that a comprehensive background check may be conducted to determine my eligibility for hire. This may include, but is not limited to, investigations of criminal and/or conviction records, driving records, and/or a drug screen test as required by U.S. Department of Transportation regulations or Lincolnway Energy, LLC policies. I also understand that medical, psychological and/or physical demands examinations may be required for certain positions. Therefore, I understand that offers of employment will be conditional and that my employment will depend on successful completion of any conditions of employment that are contained in the vacancy announcement or in Lincolnway Energy, LLC policies.

I release Lincolnway Energy, LLC, as well as other entities or persons from which information is sought or obtained, from any claims I may have on Lincolnway Energy, LLC's decision to conduct a reference or background check or the consequences of that check.

I certify that all statements made in my application are true and accurate and that I have not omitted any material information or provided false or misleading information. I understand that any materials omission or misrepresentation will result in my disqualification from consideration for employment or, if discovered after I begin employment, will result in my termination.

If hired, I agree to abide by the policies of Lincolnway Energy, LLC.

Applicant's Signature

_____/_____/_____
Date