

Employment Application

Human Resources



Energy Trust is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.

Applicant Data

Position Applied For		Date (m/d/yy)	
Last Name	First Name	Middle Initial	
Address	City	State	Zip
Telephone (Daytime)	Telephone (Other)		

Employment Experience

(Please list last ten years of employment beginning with your current or most recent position.)

Employer	Dates Employed: From		To
Address			
Phone	Salary:	Start \$	Final \$
Job Title	Supervisor		
Duties/Responsibilities			
Reason for Leaving			

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Education

Do you possess a high school diploma or GED? (check one) <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name and address of college and/or university	
Dates attended _____ to _____	Major _____ Minor _____
Did you graduate? (Check one) <input type="checkbox"/> Yes <input type="checkbox"/> No	Type of degree _____
Name and address of post-graduate school	
Dates attended _____ to _____	Program _____
Did you graduate? (Check one) <input type="checkbox"/> Yes <input type="checkbox"/> No	Type of degree _____
Please identify any other education experiences that may be relevant to the position for which you are applying.	
Please list all relevant licenses, certificates or registrations you possess, including expiration date, license number and issuing state.	

Record of Conviction

During the last ten years, have you ever been convicted of a crime other than a minor traffic offense? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, explain:
<i>(A conviction will not necessarily automatically disqualify you for employment. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered).</i>

References

Please list three references, your relationship to the references and contact information.

Name	Relationship	Contact Information
1.		
2.		
3.		

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Please read the following statement carefully before signing and submitting your employment application:

I certify that I have truthfully answered and have not knowingly withheld, misrepresented, or omitted any information relative to this employment application, my resume, or other supplemental materials. I understand that to do so would result in my being eliminated from any further consideration. I further understand that, if accepted for employment, any misrepresentation or material omission may result in the immediate termination of my employment.

I understand that, if employed, I will be required to provide acceptable proof of my identity and legal authorization to work in the United States within three working days of my date of hire.

I understand that if offered a position with Energy Trust, I may be required to submit to a background check as a condition of employment. I understand that unsatisfactory results from, refusal to cooperate with, or any attempt to affect the results from this pre-employment check will result in withdrawal of any employment offer or termination of employment if already employed.

I authorize the Energy Trust of Oregon to contact any of my prior employers for information about my work history and I hereby release the Energy Trust of Oregon and my prior employers from any and all liability and from any damage that may result from the release of such information.

Signature of Applicant

Date