



# Application For Employment

(Application Revision Date: 10/11)

**NOTICE:** The Indiana Northeastern Railroad Company, Inc. (INRC), is an Equal Opportunity Employer. All hiring, compensation and personnel decisions are made without discrimination on the basis of age, sex, race, color, nationality, or religion. The INRC complies with the Americans With Disabilities Act. Reasonable attempts are made to accommodate employees' physical limitations and religious practices. The INRC is also an at-will employer and retains the right to terminate any employee, at any time, for any lawful reason. Hiring an employee does not constitute an implied contract of continued employment. No employee of the INRC is authorized to make spoken statements that constitute an implied contract of continued employment or a promise that employees will be discharged only for good cause after a hearing.

(Please print as legibly as possible)

Full name: \_\_\_\_\_ Date of application: \_\_\_\_\_

Telephone: \_\_\_\_\_ Other telephone or contact: \_\_\_\_\_

Present address: \_\_\_\_\_  
Street and Number City State Zip Code

How long have you resided at your present address? \_\_\_\_\_ Are you currently under 18 years of age? \_\_\_\_\_

Are you a U.S. citizen? \_\_\_\_\_ If you are not a U.S. citizen, are you a legal U.S. resident? \_\_\_\_\_

If YES to the previous question, please note visa category and expiration \_\_\_\_\_

Do you have a valid driver's license? \_\_\_\_\_ Do you have a current CDL? \_\_\_\_\_ If so, CDL class: \_\_\_\_\_

Have you been convicted of a felony in the past 7 years? \_\_\_\_\_ If yes, please explain in detail on the line below:

Type of employment desired (full-time, part-time, temporary, seasonal): \_\_\_\_\_

Position or type of work applying for: \_\_\_\_\_

High School attended: \_\_\_\_\_ If graduated, year: \_\_\_\_\_

Briefly describe your job training and/or educational background: \_\_\_\_\_

## **PRESENT EMPLOYMENT INFORMATION (Please complete if currently employed)**

Present employer: \_\_\_\_\_ Employed there since: \_\_\_\_\_

Location of present employer: \_\_\_\_\_

Current position and job responsibilities: \_\_\_\_\_

Is it permissible to verify employment information with your present employer? \_\_\_\_\_ If no, please explain: \_\_\_\_\_

If yes, present employer contact person and title: \_\_\_\_\_

(PRESENT EMPLOYMENT INFORMATION-Continued)

Telephone number: \_\_\_\_\_ Relationship to contact person: \_\_\_\_\_

**REFERENCES FROM PREVIOUS EMPLOYERS**

Previous employer: \_\_\_\_\_ Location: \_\_\_\_\_

Contact person: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Relationship to contact person: \_\_\_\_\_

Duration of employment, from (month/year) \_\_\_\_\_ to \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

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Previous employer: \_\_\_\_\_ Location: \_\_\_\_\_

Contact person: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Relationship to contact person: \_\_\_\_\_

Duration of employment, from (month/year) \_\_\_\_\_ to \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

**ADDITIONAL INFORMATION**

Any problems with working overtime or swing-shifts if this work is available? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

List dates and times you are available for an interview: \_\_\_\_\_

If offered employment, when could you start? \_\_\_\_\_

Is there any other additional information the company may find useful if considering you for a position? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**NOTE:** If you would like to share further employment information or include a resume, please attach it to this application.

I hereby state that all information given on this application is, to the best of my knowledge, complete and accurate. I authorize the company to verify all educational and employment information given here. I understand that if I am hired, the company's discovery that I have deliberately misrepresented any item of information on this application is grounds for immediate termination. I give the employer the right to contact and obtain information from all listed references, employers and educational institutions, and to otherwise verify the accuracy of the information contained in this application. I hereby release from liability the employer and its representatives from seeking, gathering and using such information, and all other persons, corporations or organizations for furnishing such information. I also understand that if I am offered employment, I may be required to furnish proof of identity and legal work authorization, and may be required to pass a company physical and drug screening before I am considered hired by the company.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_