



Please Read Before Completing the Employment Application

Dairyland Power Cooperative is an Equal Opportunity Employer. Our objective is to maintain a continuing policy of non-discrimination in employment. You will be considered for employment based upon your qualifications for the position for which you have applied.

- ▶ You must apply for a current open position; we do not keep applications on file.
- ▶ Your application will be considered ONLY for the position for which you apply; therefore, you must:
 - Place the job title in the “Position Applied For” area of the application.
 - Complete another application each time you wish to apply for another available position.
 - Complete the entire application even if you have attached/submitted a resume.
 - Sign and date page 4 of the application.
 - Submit the completed application. Use this number if you must fax your application: 608-787-1465.
- ▶ All post-offer pre-employment physicals will include a drug screen (using a urine sample).
- ▶ Positions may require a criminal report and/or credit history check/report be completed.

If you have any questions, please contact the Human Resources Department at 608-787-1466 or 608-787-1278.

Thank you for your interest in Dairyland Power

A Touchstone Energy® Cooperative 

EMPLOYMENT HISTORY

Provide the employment information requested below. Begin with your present or most recent employment. Use the **Other Information** section (page 3) to complete your employment history if necessary.

Employer Name and Address:	Job Title:	
	Describe the work you did:	
Phone Number:		
Type of Business:		
Starting Salary:	From: (month/year)	To: (month/year)
Ending Salary:	Reason for Leaving:	
Name of Supervisor:		
Supervisor's Phone Number:		

Employer Name and Address:	Job Title:	
	Describe the work you did:	
Phone Number:		
Type of Business:		
Starting Salary:	From: (month/year)	To: (month/year)
Ending Salary:	Reason for Leaving:	
Name of Supervisor:		
Supervisor's Phone Number:		

Employer Name and Address:	Job Title:	
	Describe the work you did:	
Phone Number:		
Type of Business:		
Starting Salary:	From: (month/year)	To: (month/year)
Ending Salary:	Reason for Leaving:	
Name of Supervisor:		
Supervisor's Phone Number:		

May we contact the employers listed above? Yes No

If no, indicate which employer(s) we should not contact:

EDUCATION AND TRAINING

Indicate all schools that you have attended.

	High School	Vocational/Technical	College/University	Graduate School
School Name and Address				
Did you graduate?	Yes No	Yes No	Yes No	Yes No
Diploma/Degree and Year Graduated				
Major Course(s) of Study				
Other Post High School Courses Completed				

SPECIALIZED TRAINING OR SKILLS: List current typing speed, personal computer training, computer literacy, welding certification, special licenses (e.g., CDL), etc., that you possess that pertain to the position for which you are applying.

SERVICE IN THE ARMED FORCES

Branch of Armed Forces:

General Duties/Training:

OTHER INFORMATION

APPLICANT AUTHORIZATION (Read carefully and initial each paragraph before signing.)

_____ I certify that the facts contained in this application and/or resume for employment at Dairyland Power Cooperative are true and complete to the best of my knowledge. I understand that any misrepresentations, falsifications, and/or deliberate omissions identified now or in the future will result in my immediate dismissal.

_____ I authorize investigation of all statements herein. I also authorize by my signature below or a copy thereof, the organizations and individuals referred to herein to furnish information to the Cooperative. The Cooperative shall be held harmless should it, in processing this employment application, rely on information provided from these sources, even if the information provided is inaccurate or erroneous.

_____ I understand that as a part of being considered for employment by Dairyland Power Cooperative, I will be required to undergo a physical examination which will include urine testing for drugs. (Certain positions also require testing for alcohol.)

_____ Additionally, I understand that nothing contained in this employment application or in the granting of an interview or in any policies, procedures or handbooks that I might receive, is intended to create an employment contract between Dairyland Power Cooperative and myself. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the Cooperative. If an employment relationship is established, I understand my employment is at-will. I understand that I have a right to terminate my employment at any time, for any reason, for no reason, and Dairyland Power Cooperative retains a similar right regarding the discontinuation of my employment subject only to the terms of a collective bargaining agreement, if one applies, and to the full extent permitted by law.

Signed:

Date:



DAIRYLAND POWER COOPERATIVE
P.O. BOX 817
LA CROSSE, WI 54602-0817
www.dairynet.com

Invitation to Identify for Affirmative Action Purposes

Dairyland Power Cooperative is committed to the employment and advancement of minorities, females, individuals with disabilities, and veterans. If you fall into one of these protected classifications, we invite you to identify yourself and receive coverage under our company's Affirmative Action Plan. You may inform us of your desire to benefit under the program at this time and/or any time in the future.

Completion of this form is voluntary and in no way affects the decision regarding your employment opportunity. The information provided will be held in the strictest confidence and will not be used in a manner inconsistent with the legal requirements.

Applicant Name	Date
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Position Applied For

Check One: Male Female

Indicate the Appropriate Race/Ethnic Group

Are you Hispanic or Latino? Yes No
(A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.)

If No, Check Only One:

- White (Not Hispanic or Latino)** – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Black or African American (Not Hispanic or Latino)** – A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)** – A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- Asian (Not Hispanic or Latino)** – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- American Indian or Alaska Native (Not Hispanic or Latino)** – A person having origins in any of the original peoples of North and South American (including Central America), and who maintain tribal affiliation or community attachment.
- Two or More Races (Not Hispanic or Latino)** – All persons who identify with more than one of the above five races.

How Were You Referred to This Job?

<input type="checkbox"/> DPC Jobline	<input type="checkbox"/> Other – Internet Search (Specify)
<input type="checkbox"/> DPC Homepage	<input type="checkbox"/> Other – Publication (Specify)
<input type="checkbox"/> Employee Referral	<input type="checkbox"/> School/College /University (Specify)
<input type="checkbox"/> Employment Agency	<input type="checkbox"/> Temporary Agency (Specify)
<input type="checkbox"/> Friend/Relative	<input type="checkbox"/> Newspaper Ad (Specify)
<input type="checkbox"/> Wisconsin Job Service	<input type="checkbox"/> Other (Specify)