

RED RIVER VALLEY & WESTERN RAILROAD EMPLOYMENT APPLICATION

Return to:
Manager-Human Resources
Red River Valley & Western Railroad
P.O. Box 608
Wahpeton, ND 58074
(701) 642-8257
(701) 642-3534 fax



Date: _____, 20____

1. APPLYING FOR:

Job Title _____ Location _____

2. HOW DO WE CONTACT YOU?

Your Name _____ Social Security No. _____ - _____ - _____

Mailing Address _____

City _____ State _____ Zip Code _____

Email address _____

Home Phone (____) _____ - _____ Business Phone (____) _____ - _____

May we contact you at your business number? **G** yes **G** no

3. TELL US ABOUT YOUR EDUCATION

High School (Name) _____ Location _____

Diploma **G** Other (specify) **G** _____ Highest Grade Completed _____

College Graduate? **G** yes **G** no If no, give total credits received _____

Your Name if Different While Attending School _____

Give name and address of school, major course of study, and degree received.

College/University/Technical College _____

Degree _____

Year Degree Obtained _____ Credits _____

Pertinent Courses _____

Job-Related Training and Course Work

List any skills, licenses, certificates, equipment operated which are related to the job you seek (including words per minute typing speed, computer software proficiency, etc.).

4. DRIVER'S LICENSE INFORMATION

Do you possess a valid driver's license? **G** Yes **G** No

If yes, provide License Number _____ State Issued _____

Expiration Date ____/____/____ Class (check one) **G A** **G B** **G C** **G D** Other **G** _____

RRVW Railroad - An Equal Opportunity/Affirmative Action Employer

4. TELL US ABOUT YOUR WORK EXPERIENCE

Describe your work experience in detail, beginning with your most recent job. Provide an explanation for any gaps in employment. A resume may be attached, but substituted for completing this section.

Name of Present/Last Employer:	Address:
Phone: ()	Job Title:
Supervisor's Name:	May We Contact This Employer?
Job Duties:	Reason for Leaving:
From ____/____/____ to ____/____/____	Salary:

Your Next Most Recent Employer:	Address:
Phone: ()	Job Title:
Supervisor's Name:	May We Contact This Employer?
Job Duties:	Reason for Leaving:
From ____/____/____ to ____/____/____	Salary:

Your Next Most Recent Employer:	Address:
Phone: ()	Job Title:
Supervisor's Name:	May We Contact This Employer?
Job Duties:	Reason for Leaving:
From ____/____/____ to ____/____/____	Salary:

Have you ever been convicted of a criminal offense? **G** Yes **G** No

Note: Omit minor vehicle violations and offenses committed before your 17th birthday, which was finally adjudicated in juvenile court or under a youthful offender law. Conviction of a criminal offense is not a bar to employment in all cases. Each conviction is evaluated individually.

If yes, please list charge(s) _____
 Where Convicted _____ Date _____ Status _____

Have you ever been terminated or forced to resign from any job? **G** Yes **G** No

Are you legally authorized to work in the United States?

Give the names to two people, not relatives, who are familiar with your work.

Name _____ Address _____ Phone _____
 Name _____ Address _____ Phone _____

Authority to Release Information: By my signature, I consent to the release of information to authorized officers of RRVW Railroad, which may include but not be limited to, information concerning my past and present work; including my official personnel files, attendance records, safety records, engineer certification files (if applicable), evaluations, and any other files deemed necessary. I further release the organization, present and former employers, law enforcement organization, and all third parties from any and all claims of whatever nature that I may have as a result of any inquiry or response given to such inquiries made in connection with my application for employment.

Signature _____ Date _____

Certification of Applicant: By my signature, I affirm, agree, and understand that all statements on this form are true and accurate. Any misrepresentation, falsification or material omission of information on this application may result in exclusion from further consideration or, if hired, termination of employment. If I have requested that my present employer not be contacted, an offer of employment may be conditioned upon acceptable information and verification from such employer prior to beginning work. I understand and agree that if hired, my employment is for no definite period and may regardless of the date of payment of my wages and salary, be terminated at any time without any prior notice.

Signature _____ Date _____