

# RED ROCK POWER, INC.

P.O. Box 725 – Havre, Montana USA 59501  
Attention: Human Relations Manager Phone  
Phone: (406) 781-8033

## STANDARD EMPLOYMENT APPLICATION FORM

### Information for Applicants

1. Red Rock Power Incorporated accepts applications only for open positions. Applications are maintained on file for a period of one year for future positions once a position applied for has been filled.
2. All candidates must complete an application before a job offer can be made. A resume submitted to Red Rock Power, Inc., does not constitute an "application for employment." All resumes and other such employment letters will be considered unsolicited mail, except when attached to the completed application form.
3. If you are applying for a position which requires a valid Montana driver's license, you must attach a copy of your motor vehicle driving record to this application. Such a copy will be required prior to your being officially hired. A current copy of that report will also be required annually while you are employed by Red Rock Power, Inc. All employees who either operate a Red Rock power, Inc., vehicle, or could reasonably be required to operate a Red Rock Power, Inc., vehicle, must have a valid Montana commercial driver's license and a driving record which is acceptable and insurable by Red Rock Power, Incorporated's insurance carrier at standard group rates, and must maintain such a record throughout their employment with Red Rock Power, Inc.

### Applicant's Statement

I understand that Red Rock Power, Incorporated may verify all data given in my application for employment, related papers, or in oral interviews. I authorize such investigation and the giving or receiving of any such information. I understand that any falsification of this data, any material misrepresentation, or any deliberate omission of a fact may subject me to immediate dismissal. I certify that all the employment materials I have submitted are true and correct. Finally, I consent to the release of all employment information of whatever type by my previous employers listed in this application, and in consideration of any previous employers' agreement to furnish information regarding my employment history with their firms, I hereby release and hold harmless such employers and their employees from any claim of liability of whatever nature which might arise out of their release of employment information about me. I further waive and give up any claim or action which I might have against them which could arise out of the release of information about me.

If the position I am applying for requires a valid Montana commercial driver's license, I understand that, should my driving record be unacceptable to Red Rock Power, Incorporated's insurance carrier, my employment may be terminated.

I understand that Red Rock Power Incorporated requires a **post-employment physical examination** to ascertain that job applicants have the requisite capabilities for jobs. **Employer will, as a condition of processing applicant's employment application, require pre-employment drug and alcohol screening.** Results of drug screening will be maintained in a confidential file. A condition of employment for any applicant will be urinalysis testing for the presence of controlled substances or alcohol. Any positive test results (other than those prescribed by a doctor and suitably documented) will disqualify the applicant for employment with Red Rock Power, Inc. **All employees of Red Rock Power Incorporated participate in the company's ongoing random drug testing program.**

I further understand that no employment contract is being offered, that my employment is for no definite period of time, and that Red Rock Power Inc., can change wages, benefits, and conditions at any time, and I understand that a condition of employment is the agreement that the policies and benefits of employment may be changed unilaterally and that no vested rights in preexisting rights or benefits shall exist. Although management makes every effort to accommodate individual preferences, business needs may at times make the following conditions mandatory: overtime, shift work, or a work schedule other than Monday through Friday, as well as holidays. I further understand that Red Rock Power, Inc., will observe all labor agreements which are in effect.

I understand that I am required to abide by all rules, regulations, and policies of Red Rock Power, Incorporated.

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Signature of Applicant

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Date

### ***An Equal Opportunity Employer***

We are an equal opportunity employer. We do not and will not discriminate on the basis of race, religion, national origin, sex, age, disability, marital status, or status as a disabled veteran. Information provided on this application will not be used for any discriminatory purpose.

***Please read carefully and complete by printing in ink or typing clearly and legibly.***

Last Name		First	Middle	For personnel use		Date of application				
Street address				Type(s) of work desired		Social security no.				
City		State		ZIP code		Telephone no. Home: Work:				
How were you referred to Red Rock Power? (Circle only one)	A By your college	B Advertisement	C Employment Agency	D By an employee	If so, give name:	E Military service	F Walk-in	G Resume or letter	H Open house	I Other

**GENERAL INFORMATION**

If you are under 18 years of age, can you provide required proof of your eligibility to work?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
Have you ever filed an application with Red Rock Power, Inc., before? If yes, give date:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
Have you ever been employed with Red Rock Power, Inc., before? If yes, give date:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
Are you currently employed?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
May we contact your present employer?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? (Proof of citizenship or immigration status will be required upon employment)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
On what date would you be available for work?								
Are you able to work:	<input type="checkbox"/>	Full Time	<input type="checkbox"/>	Part Time	<input type="checkbox"/>	Shift Work	<input type="checkbox"/>	Temporary
Are you currently on "lay-off" status and subject to recall?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
Can you travel if a job requires it?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
Have you been convicted of a felony within the last 10 years? (Conviction will not necessarily disqualify an applicant for employment)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
If Yes, please explain:								
Can you work overtime if necessary?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
Are you aware of any reason why you may not be granted a commercial driver's License? Please explain:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
Have you ever been denied government security clearance?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
Are you related, directly or through marriage, however remotely, to an Red Rock Power, Inc., employee, or to any member of it's Board of Directors? (RRP's Anti Nepotism Policy prohibits supervision of an employee by a member of the employee's family)	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
If so, in what way?								
Do you have a valid <b>COMMERCIAL</b> driver's license?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
Current license number: _____ State: _____								
Have you received a copy of the job description?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
Are you aware of any reason why you could not perform each and every requirement of the job description in an "above average" manner?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				

**Educational History**

Circle highest grade completed: High School 9 10 11 12 College 1 2 3 4 5 6 7 8

School name	Location (city, state)	Major course or subject	Dates attended		Graduated		Degree
			From	To	Yes	No	
High school							
Technical/trade (after high school)							
College (list all attended)							
Other education/training							

**Outside Activities**

(Exclude those indicating race, color, religion, sex, national origin, age, handicap, Vietnam-era, or Gulf War-era vet status)  
Professional memberships, certificates, or licenses held

Past and present civic or cultural activities — include offices held

Principal hobbies

**Special Skills**

<i>To be completed by applicant</i>	<i>Type equipment/machines operated:</i>	
Graduated Line School <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list school	Digger Derrick Truck <input type="checkbox"/> Yes <input type="checkbox"/> No	Years experience
Qualified Climber? <input type="checkbox"/> Yes <input type="checkbox"/> No Years climbing:	Bucket Truck <input type="checkbox"/> Yes <input type="checkbox"/> No	
Current certifications: <input type="checkbox"/> Pole Top Rescue <input type="checkbox"/> Bucket Rescue <input type="checkbox"/> First Aid <input type="checkbox"/> CPR <input type="checkbox"/> Flagging <input type="checkbox"/> Live Line Hot Work	Backhoe <input type="checkbox"/> Yes <input type="checkbox"/> No	
Please list other skills and/or experience you have acquired	List other equipment/machinery or skills:	
Apprenticeship Information:		
Completed an apprenticeship program? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Apprenticeship Name:		

***Employment Record***

Starting with present or most recent, list all previous employers, Include self-employment and summer and part-time jobs. If more space is required, please continue on a separate sheet. You may attach resume, but complete application as well.

Last or present company business		Type of	Title or job classification
Street address Phone no.			Brief description of job duties
City	State	ZIP code	
Supervisor's name and title		Phone no.	
Base salary	Dates worked From	To	
Reason for leaving			

Company business		Type of	Title or job classification
Street Address		Phone no.	Brief description of job duties
City	State	ZIP code	
Supervisor's name and title		Phone no.	
Base salary	Dates worked From	To	
Reason for leaving			

Company business		Type of	Title or job classification
Street Address		Phone no.	Brief description of job duties
City	State	ZIP code	
Supervisor's name and title		Phone no.	
Base salary	Dates worked From	To	
Reason for leaving			

***U.S. Military Record***

Branch of service	From:	To:
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Present military affiliation:

None	Reserve (active)	Reserve (inactive)	Guard (active)	Guard (inactive)
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*Kinds of training and duty while in service*

***Professional/Work References***

List two past supervisors and one person who is not related to you who have knowledge of your qualifications for the position for which you are applying.

Name	Title/relationship	Address (street, city, state, zip code)	Phone no. (include area code)	Occupation

May we contact your present employer?  Yes

No

Wage or salary desired

Date available

***Comments***

If any of your educational or employment records are under other than the above name, please provide other names.