



JOB APPLICATION

Phone: (701)595-0186

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SECTION 1 – APPLICANT INFORMATION

Full Name (First, MI, Last Name)

Phone Number

Email Address

Address

City

State

Zip Code

Driver's License #

Date of Birth

SSN

Position Applying for

☐ Office Staff

Date Available

☐ Full-Time ☐ Part-Time ☐ Temporary

Days Hours Available

Desired Wage/Salary

SECTION 2 – ELIGIBILITY & LICENSE

Are you legally authorized to work in the U.S.?

☐ Yes ☐ No

Are you 18 years or older?

☐ Yes ☐ No

Valid Drivers License?

☐ No ☐ Yes State: _____ Class: _____

Do you have a clean driving record?

☐ Yes ☐ No, if no explain: _____

Willing to travel for installations/service?

☐ No ☐ Yes, Max distance/region: _____

SECTION 3 – EDUCATION/ CERTIFICATIONS/TECHNICAL SKILLS

High School or Equivalent Graduate?

☐ Yes ☐ No

Technical/Trade School Graduate Name of School

☐ Yes ☐ No School Name: _____

Program

Certification

_____ ☐ Yes ☐ No

Relevant certifications (List certifications that apply to this position)

SECTION 4 – PROFESSIONAL REFERENCES

Reference 1

Name: _____ Phone #: _____ Relationship: _____

Reference 2

Name: _____ Phone #: _____ Relationship: _____

SECTION 5 – EMPLOYMENT HISTORY

Employer Name	Your Job Title	City and State	Phone Number	Employment Dates From _____ To _____
Employer Name	Your Job Title	City and State	Phone Number	Employment Dates From _____ To _____
Employer Name	Your Job Title	City and State	Phone Number	Employment Dates From _____ To _____

SECTION 6 – APPLICANT ACKNOWLEDGMENT AND AUTHORIZATION

I certify that the information I have provided in this application is true, complete, and accurate to the best of my knowledge. I understand that any false or misleading information, omissions, or misrepresentations may disqualify me from employment or result in termination if discovered after hire.

Equal Employment Opportunity: The Company is an Equal Employment Opportunity employer. Employment decisions are made without regard to race, color, religion, sex, national origin, age, disability, genetic information, marital status, pregnancy, veteran status, or any other status protected by federal or North Dakota law. The Company complies with all applicable nondiscrimination and accommodation requirements.

Employment-At-Will: I understand that employment with the Company is at-will. This means either the Company or I may terminate employment at any time, with or without notice, and for any lawful reason. I understand that no representative of the Company has the authority to make any promise or commitment contrary to this unless it is in writing and signed by an authorized representative.

Verification & Reference Checks: I authorize the Company to verify the information provided in this application and during the hiring process, including contacting former employers, references, and educational institutions for job-related information. I release the Company and all persons or organizations providing such information from any liability related to its use.

Conditional Employment Notice: I understand that any offer of employment is **contingent upon the successful completion of a background check**, as permitted by federal and North Dakota law. I understand that I will receive any required disclosures and authorizations under the Fair Credit Reporting Act (FCRA) before a background check is conducted.

This application and acknowledgment do not constitute a contract of employment.

Applicant Signature: _____ **Date:** _____