



**SMITH FERTILIZER & GRAIN**

805 N Hwy 5 Albia, IA 52531	1605 S 24th St. Centerville, IA 52544	1650 Quebec Street Knoxville, IA 50138	702 W Jasper Street Pleasantville, IA 50225
641-932-2100 Email: kyle@sfgiowa.com	641-856-2828 Email: jasons@sfgiowa.com	641-828-8500 Email: sharon@sfgiowa.com	515-848-5000 Email: charless@sfgiowa.com

**Smith Fertilizer and Grain is a non-smoking facility**

### Employment Application – Shop/Trucking/Agronomy Personnel

Full Name:

Date:

Address

Home Phone:

Cell Phone:

Email Address

Date Available:

DL#

Position Applied for:

Best Time to Call You:

Are you a citizen of the United States

If No, are you authorized to work in the US:

Have you ever worked for this company:

If yes, when?

Have you ever been convicted of a felony?

If yes, please explain:

How were you referred to Smith Fertilizer & Grain?

Can you work Overtime?

If no, please explain:

Can you work weekends?

If no, please explain:

Can you travel?

If no, please explain:

*Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorizations and Identity within three (3) days of being hired. All new hire employees are also required to submit a current copy of their driving record, also within three (3) days of being hired.*

*Failure to submit such proof within the required time shall result in immediate employment termination.*

### **Education Info:**

High School:

City & State:

Dates Attended:

Did You Graduate?

College

City & State:

Dates Attended:

Did you graduate?

Major:

Other:

City & State:

Dates Attended:

Did you graduate?

Major:

### **Military Service:**

Branch:

Years of Service:

Current Rank or at Discharge:

Type of Discharge:

If other than honorable discharge, please explain:

### **References:**

*Please list three (3) personal references. Please do not include relatives or former employees*

Full Name:

Relationship:

Company:

Phone #:

Address:

Full Name:

Relationship:

Company:

Phone #:

Address:

Full Name:

Relationship:

Company:

Phone #:

Address:

## Previous Employment

*Note: Please provide the last 5 years of employment if applicable*

Company:

Phone #:

Address:

Supervisor's Name:

Job Title:

Starting Salary:

Ending Salary:

Responsibilities:

Dates Worked:

Reason for leaving?

May we contact your previous supervisor for a reference?:

If no, please explain:

Company:

Phone #:

Address:

Supervisor's Name:

Job Title:

Starting Salary:

Ending Salary:

Responsibilities:

Dates Worked:

Reason for leaving?

May we contact your previous supervisor for a reference?:

If no, please explain:

Company:

Phone #:

Address:

Supervisor's Name:

Job Title:

Starting Salary:

Ending Salary:

Responsibilities:

Dates Worked:

Reason for leaving?

May we contact your previous supervisor for a reference?:

If no, please explain:

Company:

Phone #:

Address:

Supervisor's Name:

Job Title:

Starting Salary:

Ending Salary:

Responsibilities:

Dates Worked:

Reason for leaving?

May we contact your previous supervisor for a reference?:

If no, please explain:

Company:

Phone #:

Address:

Supervisor's Name:

Job Title:

Starting Salary:

Ending Salary:

Responsibilities:

Dates Worked:

Reason for leaving?

May we contact your previous supervisor for a reference?:

If no, please explain:

## Skills and Abilities

Is there any information we would need about your name or use of another name for us to be able to check your work record? Please Specify:

Do you have any relatives who are presently or have ever been employed at Smith Fertilizer & Grain?

Please List:

Do you have any previous farm experience?

Please explain:

Do you have any experience with fertilizer & chemicals?

Please explain:

Do you have any allergies, physical handicaps, or any other medical/physical impairments that might hinder job performance?

Please explain:

\*Welders only: Please mark if this is not applicable:

List any formal welding experience you have and what type of welding you are proficient at:

\*Mechanical training: Please mark if this is not applicable:

Please list any mechanical skills you are experienced in:

Do you have any formal truck driving experience?

Please explain:

List any truck driving experience and types you have a current license to operate: including tandem, single axel, pickup/with manual transmission, tandem with cheater axel, semi with air lift axel:

List drivers license type and restrictions:

Has your license ever been suspended or revoked?

If yes, please explain:

How recent was the suspension?

Please List any traffic violations in the past three (3) years:

Have you ever been convicted of a felony?

If yes, please explain:

## Disclaimer and Signature:

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to employment, I understand that false, misleading information, or willful omission of fact in my application or interview may result in rejection of my application, or if discovered after an offer of employment will result in immediate termination of employment.*

Please read this section carefully and acknowledge your understanding by signing your name in the space below.

### 1. Consent to conduct background investigation.

As a condition of and in consideration for this application, I give permission to Smith Fertilizer & Grain to investigate my personal and employment history. I understand that this background investigation will include, but not be limited to, verification of all information on this application, as well as interviews with past employers. I further give permission to Smith Fertilizer & Grain, Inc. to conduct this investigation in connection with my application for employment.

### 2. Consent to contact past employers

I give permission to Smith Fertilizer & Grain, Inc. to contact all employers listed in this application (except those specifically excluded) for references. I further give permission to all current or previous employers and/or managers or supervisors to discuss my relevant personal and employment history with Smith Fertilizer & Grain. I further waive all rights I may have under state law to receive a copy of any written statement provided by any of my former employers to Smith Fertilizer & Grain. I further agree to indemnify all past employers for any liability they may incur because of their reliance upon this release.

### 3. Consent to Contact Government Agencies

I give permission to any agent, attorney, or representative of Smith Fertilizer and Grain to receive a copy of any information obtained in the file of any federal, state or local court, governmental agency, law enforcement agency or investigator concerning or relating to me. I further consent to the release of such information and waive any right under state law concerning notification of the request for a release of such information. In the event a state law does not provide for prospective employers to have access to information, I hereby delegate Smith Fertilizer & Grain, as my agent for receipt of information. I understand that the scope of this investigation will be limited to criminal and/or civil records that relate to my honesty, integrity, and/or abilities.

### 4. Cooperation with Investigation

I agree to fully cooperate in Smith Fertilizer & Grain background investigation, and to sign any waivers or releases that may be necessary to obtain access to relevant information. In the event that any former employer or federal, state or local governmental agency will not release reference information to the employer, I agree to personally request such information to the extent permitted by law.

### 5. Employment "At Will"

In consideration of my employment, I agree to conform to the rules and regulations of Smith Fertilizer & Grain, and my employment and compensation is "at will" in that they can be terminated with or without cause and with or without notice, at any time, at the option of either Smith Fertilizer & Grain, or myself, except as otherwise provided by law

Signature:

Date: