PLEASE READ BEFORE COMPLETING THE APPLICATION FOR EMPLOYMENT

Thank you for your interest in employment with Black Hills Electric Cooperative, Inc. (BHEC). BHEC is committed to maintaining a continuing policy of equal employment opportunity. Applicants will be considered based on their qualifications for the position applied for.

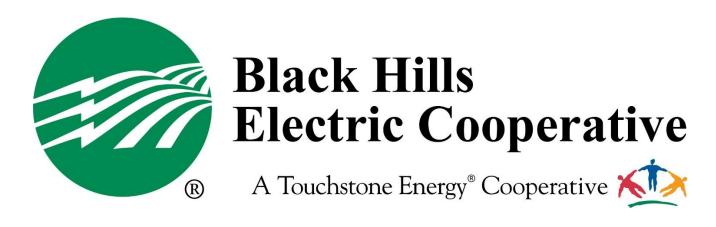
- Applications must be submitted for a currently available position. Please indicate the job title on the "Position Applied For" line.
- Each position requires a separate application. If you wish to apply for multiple positions, complete a new application for each.
- Complete all sections of the application, even if you have attached a resume.
- You must sign and date the application on page four.
- Applications must be received by the posted closing date.
- Applications will be held on file for six months. You may be contacted if a similar position becomes available.

All applications will be reviewed, and applicants will be notified of the outcome by phone or letter. For questions, contact BHEC at (605) 673-4461 or 1-800-742-0085.

Submit applications to:

Bill Brisk, Manager of Operations Black Hills Electric Cooperative, Inc. P.O. Box 792, Custer, SD 57730-0792

We are an equal opportunity provider, employer, and lender.



APPLICATION FOR EMPLOYMENT

Date Available to Start:				
Date Available to Start.				
Personal Information				
• Name:	(Last, First, Middle)			
• Address:	(Street, City, State, Zip)			
• Phone:				
Length of residence at this address:				
Are you a relative of any current BHEC employe	e or director? □ Yes □ No			
If yes, state name and relationship:				
• Are you a U.S. citizen or authorized to work in the U.S.? \square Yes \square No				
• Have you served in the armed forces? \square Yes \square No				
Reserve Status: ☐ Active ☐ Standby				
Can you perform the essential functions of the j	job with or without			
reasonable accommodation? \square Yes \square No				
List relevant work skills:				

Education High School: Circle highest grade completed: 9 10 11 12 Graduated? ☐ Yes ☐ No College/Trade School: Years of study: _____ Field of study: Other Training: **Employment History** (Start with most recent employer) Employer Name, Address, Telephone: Position: Supervisor: _____ Pay Rate: _____ per ____ Dates Employed: From _____ to ____ Reason for Leaving: _____ Specific Work Performed: _____

(Repeat for previous employment as needed)

Personal References

Provide three references not related to you or prior employers:						
1.	Name:	Address:				
	Phone:					
2.		Address:				
	Phone:					
3.	Name:	Address:				
	Phone:					
<u>Drivir</u>	ng Information					
•	Driver's License Class:	Endorsements:				
•	 State of Issue: Has your license ever been revoked? □ Yes □ No 					
•						
	If yes, explain:					
•	A					
<u>Crimi</u>	nal History					
•	Have you been convicted of a felony within the past 7 years? ☐ Yes ☐ No If yes, explain:					
	(A record of convictions does not a	utomatically disqualify employment.)				

Applicant Statement

I certify that the information provided is true and complete. I authorize BHEC to investigate all statements and records related to my application. I understand that employment is contingent on satisfactory results of this investigation and that false statements may result in dismissal. I acknowledge that this application does not constitute a contract of employment and that employment with BHEC is at-will. I also understand that any offer of employment may be conditional upon a health evaluation, including a drug and controlled substance test.

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Signature of Applicant:		D	Date:			
For Employer Use Only						
Reference Checks:						
1	Date:	Comments: _				
2	Date:	Comments: _				
3	Date:	Comments: _				
Action Taken: ☐ No Action	n □ Interview □] Contacted				
If Interviewed:						
Interviewer(s):		Date:	_ Time:			
Comments:						
Position Offered: Position Accepted:						
Date:						