



16960 State Route 12 East, Findlay, OH 45840

Phone: 419-422-5240

It is the policy of JK-CO, LLC to offer all job applicants and employees' equal opportunities in selection, placement, training, promotion and other conditions of employment, without regard of age, color, sex, national origin, disability, race, religion, military/veteran status,

APPLICATION FOR EMPLOYMENT

Date of Application:	Applicant Name:
Present Address:	City: State: Zip Code:
Telephone Number:	Are you 18 years or older? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are you authorized to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have you ever worked or attended school under another name? If so, what name? <input type="checkbox"/> Yes <input type="checkbox"/> No
<p>Have you ever been convicted of a crime? (Include traffic convictions) <input type="checkbox"/> Yes <input type="checkbox"/> No <i>(a conviction will not necessarily disqualify you from consideration; see below).</i></p> <p>If yes, explain, including date(s):</p> <p><i>The Railroad Contractor Screening Program on the e-RAILSAFE system is designed to serve Class 1 Railroads with operations in the United States. Seven railroads currently participate in the program. JK-CO LLC works with five of the seven railroads which include BNSF, Canadian National, Conrail, CSX, and Norfolk Southern.</i></p> <p><i>The program allows each railroad to monitor and maintain a history of anyone that has had or currently maintains access to their property. The level of screening accomplished will ensure all contract personnel have undergone testing, a background investigation, and received a proper identification badge.</i></p> <p style="text-align: center;">PROGRAM CRITERIA FOR DENIAL OF ACCESS TO RR PROPERTIES:</p> <ul style="list-style-type: none"> • Conviction of a felony offense in the last 7 years • Release from a penal institution in the last 5 years • Active misdemeanor and felony warrants • Any pending felony charge • Social Security fraud alerts • A history of crimes of concern • Out of service area • Permanent Disqualifier • Background Check canceled by Contractor <p><i>*JK-CO LLC is required to comply with e-RAILSAFE. Denials to any one railroad would result in an automatic disqualification from employment.</i></p> <p style="text-align: center;"><i>By signing on page 4, I certify that my background does not include the criteria above and I will not be denied access to RR properties based on that criteria.</i></p>	

POSITION DESIRED		
Position:	Date Available:	Hourly Rate/Monthly Rate Desired:
Do you prefer: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time		Hours you are available to work:
If part-time, hours per week desired:		Days of week you are available to work:
Are you able to work:		
Weekends <input type="checkbox"/> Yes <input type="checkbox"/> No Holidays <input type="checkbox"/> Yes <input type="checkbox"/> No Nights <input type="checkbox"/> Yes <input type="checkbox"/> No Overtime <input type="checkbox"/> Yes <input type="checkbox"/> No		
Would you work any shift <input type="checkbox"/> Yes <input type="checkbox"/> No		% of time willing to travel: _____
Have you previously worked for JK-CO, LLC? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes dates of employment _____		
If yes, reason for leaving JK-CO, LLC:		
Former JK-CO, LLC supervisor(s):		
How did you learn about this opening?		
Were you referred to JK-CO, LLC? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how? _____		
EDUCATION		
High School:	Graduated: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Technical School:	Graduated: <input type="checkbox"/> Yes <input type="checkbox"/> No	Course of Study:
College/University:	Graduated: <input type="checkbox"/> Yes <input type="checkbox"/> No	Course of Study:
Other education or training/certificates:		
Other special skills:		
MILITARY EXPERIENCE		
Branch of Service:	Dates Served:	Rank @ Discharge:
Education & Training:		

WORK EXPERIENCE

List all previous employment, beginning with the most recent. If you need more room, you may attach another sheet of paper.

Employer:	Address:	
Dates of Employment:	Position Held:	Reason for Leaving:
Supervisor's Name & Title:	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why: Phone #:	
Description of Job Duties:		
Employer:	Address:	
Dates of Employment:	Position Held:	Reason for Leaving:
Supervisor's Name & Title:	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why: Phone #:	
Description of Job Duties:		
Employer:	Address:	
Dates of Employment:	Position Held:	Reason for Leaving:
Supervisor's Name & Title:	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why: Phone #:	
Description of Job Duties:		

AUTHORIZATION & ACKNOWLEDGEMENTS

I certify the facts contained in this application are true and complete to the best of my knowledge. I understand that any false or incomplete information on this application, given at the time of my physical, or during any time prior to starting work or while employed may be grounds for immediate discharge.

By signing this application, I authorize a representative of JK-CO, LLC to make pre-employment inquiries as it deems proper regarding my background. I also grant permission to contact all references listed above and authorize them to release all information concerning my previous employment and any other pertinent information these references might have, personal or otherwise. I release all parties from all liability for any damages that may result from furnishing said information.

I fully understand and agree that, if selected for a position, I will be employed "at -will" and nothing in the hiring process, orientation or conditions of employment shall imply my employment is for any specific period of time or that I am guaranteed a job with JK-CO, LLC. Both JK-CO, LLC and I have the right to terminate my employment, at any time, for any reason or for no reason, with or without prior notice.

Applicant Signature: _____

Date: _____

AN EQUAL OPPORTUNITY EMPLOYER

DRUG & ALCOHOL-FREE WORKPLACE