

Mountain Projects, Inc.  
2177 Asheville Road  
Waynesville NC 28786

APPLICATION FOR EMPLOYMENT

Date

Mountain Projects, Inc. is an Equal Opportunity Employer where employment is based upon personal capabilities and qualifications without discrimination because of race, color, gender, religion, national origin. Other forms of discrimination as protected by law are not factors in employment, promotion, compensation or working conditions.

Last Name <input type="text"/>		First Name <input type="text"/>		Middle Name <input type="text"/>
Address (Street number and name) <input type="text"/>			City <input type="text"/>	County <input type="text"/>
State <input type="text"/>	Zip Code <input type="text"/>	Phone (Home or where you can be reached) <input type="text"/>	Business Phone <input type="text"/>	
E-Mail address <input type="text"/>				

Are you 18 years of age or older? Yes  No

Are you legally eligible to work in the United States? Yes  No

Are you related to anyone currently employed at Mountain Projects? Please give information.

Name:  Dept.

To your knowledge are you related to any member of the Board of Directors or anyone serving on an agency committee? Yes   
No  If yes, please explain

Were you ever employed here? Yes  No  If yes, when?

Are you or any member of your household currently receiving any type of compensation from Mountain Projects, Inc.? Yes  No   
If yes, please explain

How did you hear about us/this opening?

State briefly why you would like to work for Mountain Projects, Inc.

**Please list all pending and prior criminal arrests and charges related to child sexual abuse and their disposition. List convictions related to other forms of child abuse and/or neglect/elderly abuse and all convictions of violent felonies.**

<b>Employment Desired</b>			
Enter the specific title of the position for which you are applying. <input type="text"/>	Date you can start <input type="text"/>	Salary required <input type="text"/>	<input type="text"/>
Are you employed now? <input type="text"/>	If so, may we contact your current employer? <input type="text"/>		

Mountain Projects checks work references on each person we consider for employment. Please give a telephone number and contact name for each former employer. **Those applications without these items will not be considered for a position with our agency.**

**WORK HISTORY**

Current or Last Employer:		Address:		
Job Title:		Supervisor's Name	Telephone Number	No. Supervised by you:
Date Employed (mo/yr)	Starting Salary \$ <input type="text"/> per <input type="text"/>	Ending or Current Salary \$ <input type="text"/> per <input type="text"/>	Reason for Leaving	
Date Separated (mo/yr)	List major duties in order of their importance in the job:			
Full Time    Years    Months				
Part Time    Years    Months				
If part time, number of hours worked per week:				
		May We Contact Your Current Employer YES	NO	

Employer:		Address:		
Job Title:		Supervisor's Name	Telephone Number	No. Supervised by you:
Date Employed (mo/yr)	Starting Salary \$ <input type="text"/> per <input type="text"/>	Ending Salary \$ <input type="text"/> per <input type="text"/>	Reason for Leaving	
Date Separated (mo/yr)	List major duties in order of their importance in the job:			
Full Time    Years    Months				
Part Time    Years    Months				
If part time, number of hours worked per week:				

Employer:		Address:		
Job Title:		Supervisor's Name	Telephone Number	No. Supervised by you:
Date Employed (mo/yr)	Starting Salary \$ <input type="text"/> per <input type="text"/>	Ending Salary \$ <input type="text"/> per <input type="text"/>	Reason for Leaving	
Date Separated (mo/yr)	List major duties in order of their importance in the job:			
Full Time    Years    Months				
Part Time    Years    Months				
If part time, number of hours worked per week:				

<b>References</b>				
Name:	Address:	Phone:	Cell Phone:	Years Known:

Education						
Highest grade completed (1-12)		Did You Graduate: YES <input type="checkbox"/> NO <input type="checkbox"/>		GED <input type="checkbox"/> College(1-4) <input type="checkbox"/> Grad School <input type="checkbox"/>		
Name and Location of High School Attended: <input type="text"/>						
	Name and Location	Dates Attended (mo/yr) From: To:		Grad?	Major/Minor Course Work	Type of Degree Received
College(s) University (s)				Yes <input type="checkbox"/>		
Graduate or Professional				Yes <input type="checkbox"/>		
Other educational, vocational school, internships, etc.				Yes <input type="checkbox"/>		

SKILLS					
CHECK the following skills, experiences, etc., which you have that are relevant for the position for which you are applying:					
<input type="checkbox"/> Driver's License	<input type="checkbox"/> Sign Language	<input type="checkbox"/> Public Speaking		<input type="checkbox"/> Computer	
Number / State	<input type="checkbox"/> Foreign Language (specify)	<input type="checkbox"/> Word Processing		<input type="checkbox"/> Other	
<input type="checkbox"/> Chauffeur's License	<input type="checkbox"/> Adding Machine/calculator				
Number / State	<input type="checkbox"/> Typing (specify WPM)				
<input type="checkbox"/> Car for use at work	<input type="checkbox"/> Shorthand/speedwriting (specify WPM)				
Computer Skills		Dates Used		Level of Proficiency	
Hardware:					
Software:					

Do you have any other ~~experience~~, training, qualifications or skills that you feel make you especially suited for work at Mountain Projects, Inc.?  If so, explain in detail below:

**Please Read and Initial Each Paragraph Below (if there is any part of this page you do not understand, please ask the HR Manager about it before signing).**

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement on this application or on any documents used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

I hereby authorize Mountain Projects, Inc. to thoroughly investigate my references, work records, education and other matters related to my suitability for employment and, further, authorize my current and former employers to disclose to the company any and all letters, reports and other information pertaining to my employment with them, without giving me prior notice of such disclosure. In addition, I hereby release Mountain Projects, Inc., my current and former employers, and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

I understand that if offered employment, the offer is contingent on a negative pre-employment criminal background check and on a negative alcohol and drug screen. By signing this application, I voluntarily agree to have my criminal background checked and to take a pre-employment alcohol/drug screen. I further understand that a positive result in either of these screenings will result in withdrawal of the employment offer. I acknowledge that if hired I will be subject to random, reasonable suspicion, and post accident drug tests, and that failure to comply with these tests will be considered automatic termination. Employment may also be terminated should criminal record checks warrant, misrepresenting information relevant to checks, and in case of future convictions.

If hired, I also agree to submit to random alcohol or drug testing as a condition of employment. I agree that Mountain Projects, Inc. may conduct alcohol or drug screening at its sole discretion with or without notice, with or without cause or reason. I also understand that refusal to submit to a random alcohol/drug screen will be considered a voluntary resignation of employment.

If hired for Haywood Public Transit, I agree to submit at anytime to random alcohol and or drug testing as required by the US Department of Transportation (DOT) 49 CFR Part 40 as amended for safety-sensitive positions. Testing can occur during the beginning, middle or end of an employee's schedule.

I understand that nothing contained in the application or conveyed to me during any interview which may be granted is intended to create an employment contract, implied or explicit, between me and Mountain Projects, Inc. In addition, I understand and agree that if I am employed, my employment relationship with Mountain Projects, Inc. is strictly voluntary and at our mutual will. I understand that if employed, my employment is for no definite period and may be terminated at any time, with or without prior notice, with or without cause or reason, at the option of either myself or Mountain Projects, Inc., and that no promises or representations contrary to the forgoing are binding on Mountain Projects, Inc. unless made in writing and signed jointly by the Executive Director and myself.

I understand and agree that any future changes in my title, duties, compensation, working conditions, and/or Mountain Projects, Inc. benefits, policies and procedures will not alter our at-will and arbitration agreements.

I understand that if offered employment, I will, as a condition of employment, be required to submit proof of my identity and legal right to work in the United States on my first day of employment.

My signature below certifies that I have read and understand this complete page, and agree to the terms and conditions outlined in this document.

I have not tested positive for Drugs or Alcohol within the last two (2) years.

Applicant's Signature

Date

## Equal Opportunity Information

Mountain Projects, Inc. policy prohibits discrimination in hiring, promotion, or termination based on race, sex, color, creed, national origin, age, disability, or veteran status. However, the Equal Employment Opportunity Commission (EEOC) requires that we keep a record of the gender and race of all applicants. This information will NOT remain with your application and in NO WAY affects you as an applicant. Its sole purpose is to comply with the requirements of the EEOC. Completion of this form is voluntary.

### Sex:

- Male  
 Female

### Ethnic Group:

- White (non-hispanic)  
 Black (non-hispanic)  
 Hispanic (Mexican, Puerto Rican, Cuban, Central or South American,  
or other Spanish Origin)  
 Asian (including Pacific Islander)  
 American Indian

### Veteran Status:

- Not a Veteran  
 Veteran  
 Vietnam Era Veteran