

**APPLICATION FOR EMPLOYMENT**

Williston Research Extension Center  
14120 Highway 2 West  
Williston, ND 58801-8629  
701-774-4315  
kelly.stehr@ndsu.edu

**NAME** \_\_\_\_\_  
Last First Middle

**ADDRESS** \_\_\_\_\_  
Street or PO Box City State Zip Code

**TELEPHONE** \_\_\_\_\_ **EMAIL** \_\_\_\_\_

**Do you have a valid driver's license?** Yes  No  \_\_\_\_\_  
Classification Issuing State

**When will you be available?** \_\_\_\_\_  
Beginning Work Date End Work Date-Month & Day

Are you willing to work under adverse weather conditions? Yes  No

Do you have any health conditions which would endanger the safety or health of yourself or others? Yes  No

Are you at least 16 years of age? Yes  No

**EDUCATION:** High School, College, Graduate School, Vocational/Technical

Name of School	Location (State)	Course of Study	Credits Completed	Diploma/Certificate

**EMPLOYMENT EXPERIENCE:** (Begin with most recent and go back)

Name of Employer	Job Duties	Start Date/End Date

Do you have any experience operating office equipment? Yes  No  If yes please list equipment and amount of experience. \_\_\_\_\_

Do you have any administrative or clerical experience? Yes  No  If yes, please list experience and number of years of experience. \_\_\_\_\_

List the Computer Software you have experience with: \_\_\_\_\_

**CERTIFICATION:** I certify that all statements made in this application are true, complete and correct to the best of my knowledge and are made in good faith.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date