



HUMAN RESOURCES

Cooper Natural Resources and Subsidiaries
EEOE - CNR is an Equal Employment Opportunity Employer

EMPLOYMENT APPLICATION

APPLICANT INFORMATION
First Name, Last, M.I., Date, Street Address, Unit #, City, State, ZIP, Phone, E-mail Address, Date Available, Social Security No., Drivers License No., Position Applied for, Are you authorized to work in the U. S.?, Have you ever been convicted of any crimes?, Nature of crime?, Disposition, Additional details or other convictions:

EDUCATION
High School, City and State, MUST ATTACH Copy of Transcript, Did you graduate?, Degree, College, City and State, Did you graduate?, Degree, Tech or Trade School, City and State, Did you graduate?, Degree, Other achievements or associations relevant to position: Details:

PERSONAL REFERENCES - DO NOT LIST CURRENT CNR EMPLOYEES
Full Name, Relationship, Company, Daytime Phone, Address, Full Name, Relationship, Company, Daytime Phone, Address, Full Name, Relationship, Company, Daytime Phone, Address

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<b>PREVIOUS EMPLOYMENT HISTORY</b>			
Company		Phone (    )	
Address		Supervisor	
Job Title	Starting pay rate \$	Ending \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone (    )	
Address		Supervisor	
Job Title	Starting pay rate \$	Ending \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone (    )	
Address		Supervisor	
Job Title	Starting pay rate \$	Ending \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/>			

<b>ATTENDANCE POLICY</b>	
If offered full time employment you will be subject to the CNR attendance policy. Punctual and consistent attendance is expected and important to the performance of your job duties and to the safety and performance of others.	
<input type="checkbox"/>	I believe that I can meet the CNR requirement of normal and customary job attendance.

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## PHYSICAL QUESTIONNAIRE

Working in the CNR plant in operations, maintenance, bagging, driving, or general labor, requires physical strength, stamina, balance and coordination. Typical physical attributes are required. Please review the following section and check the appropriate box.

## ESSENTIAL JOB FUNCTIONS

- I can stand and operate at an assigned station for extended periods of time.
- I can sit and operate at an assigned station for extended periods of time.
- I can lift at least 50 lbs from ground level and safety position on a shelf at shoulder level.
- I can grip a variety of hands tools, with either hand, and apply normal adequate strength levels.
- I can safety ascend and descend ladders, scaffolding and catwalks multiple times without assistance.
- I can bend, squat, crawl and climb as necessary to position myself to safely work on items.
- I can endure repeated and prolonged exposure to outside temperatures at the location where I'm applying to work.

Are you aware of any limitation in your ability to perform any of the essential job functions listed above?

Yes

No

If yes, provide details: \_\_\_\_\_

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<b>RELATIONSHIP TO CNR EMPLOYEES</b>	
List current or past CNR employees that you know.	<input type="checkbox"/> To the best of my knowledge, I do not know any current CNR employees
Name	Describe relationship
Name	Describe relationship
Name	Describe relationship
Name	Describe relationship

<b>DISCLAIMERS AND SIGNATURE</b>
<input type="checkbox"/> I certify that my answers are true and complete to the best of my knowledge. I understand that, if hired by CNR, providing false or misleading information may result in my termination.
<input type="checkbox"/> I authorize my references to provide CNR information about my personal character and previous employment history.
<input type="checkbox"/> I agree to take a test to determine the presence of illegal substances in my body, and for the results to be provided to CNR. If I test positive for illegal substances, I will not be offered employment and/or my employment will be terminated. I agree to pay for the test and understand that CNR will reimburse the cost only if the results do not indicated illegal substances.
<input type="checkbox"/> I agree to take a physical agility and fitness test. This test is limited in nature and is conducted solely to ensure that I possess minimum strength and agility levels necessary to perform required job related tasks. This is not a medical examination. Physiological or biological measurements will NOT be taken. Further, I agree to hold CNR harmless for any injuries I may incur in performing this test. I acknowledge that I may cease the test at any time.
<input type="checkbox"/> I authorize a background investigation which will involve public records such as credit history, criminal record and general characteristics and for the results to be made known to CNR. I may make a written request concerning the nature of this report.
<input type="checkbox"/> I understand that employment with CNR requires me to provide genuine documents to support Department of Homeland Security Form I-9, Employment Eligibility Verification. CNR uses E-Verify to confirm an employee's eligibility to work in the U.S.
<input type="checkbox"/> I understand that prior to employment I will be subject to a medical examination provided by a CNR physician. Further, I authorize the physician to disclose and release my individually identifiable health information regarding past, present or future health condition regarding my abilities to perform job related tasks while employed by CNR.
<input type="checkbox"/> If employed by CNR I agree to abide by its' rules and regulations, and that my employment and compensation are "at-will", and can be terminated, with or without cause, with or without notice, at any time, at the option of CNR or myself.
<input type="checkbox"/> If hired, I will participate in and cooperate with respect to an exit interview in the event that my employment ends (voluntarily or involuntarily) if such an interview is requested.
Applicant Signature <span style="float: right;">Date</span>

<b>CNR OFFICE USE ONLY</b>	
Hiring Manager Approval	Date
HR Approval	Date