



641 Winters Drive  
Colorado Springs, CO 80907

### **APPLICATION INSTRUCTIONS**

1. Fill out the application completely. An incomplete application will not continue through the review process. Do NOT write "SEE RESUME" in any section of the application. All information must be written on the application.
2. Each application must be completed by the applicant. Not by someone else.
3. Answer every question honestly. Global Underground completes a thorough background investigation on each applicant before employment is officially offered.
4. A valid Driver's License is required.
5. **Please no phone calls.** Each application is reviewed by the HR Dept and by the Hiring Manager. If you are selected for an interview, you will be contacted, otherwise your application will stay on file for one year.

Thank you for your interest in employment with Global Underground, an  
Equal Opportunity Employer



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**APPLICATION FOR EMPLOYMENT**

**A CURRENT MOTOR VEHICLE REPORT MUST BE ATTACHED TO ALL APPLICATIONS**

Equal access to program, services, and employment is available to all persons. Those applicants requiring reasonable accommodation to complete the application and/or interview process should notify a representative of the Human Resources Department. Global Underground is an Equal Opportunity Employer.

Answer each question fully and accurately. No action can be taken on the application until you have answered all questions completely. Use blank paper if you do not have enough room on this application. Please print, except for the signature on the back of the application. In reading and answering the following questions, be aware that none of the questions are intended to imply illegal preferences or discrimination based upon non-job-related information.  
**USE BLACK OR BLUE PEN ONLY**

Position applied for: \_\_\_\_\_ Date of application: \_\_\_/\_\_\_/\_\_\_

Referral Source: \_\_\_ Employee (Name: \_\_\_\_\_)  
\_\_\_ Advertisement  
\_\_\_ Walk in  
\_\_\_ Other (Explain: \_\_\_\_\_)

**PERSONAL INFORMATION**

Name: \_\_\_\_\_  
Last First Middle

Phone: (\_\_\_\_) \_\_\_\_\_ Email Address: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip Code

Length of Time at Current Address: \_\_\_/\_\_\_/\_\_\_

Previous Address (in the last 3 years): \_\_\_\_\_  
Street City State Zip Code

Previous Address (in the last 3 years): \_\_\_\_\_  
Street City State Zip Code

**EDUCATION**

**Additional information can be written on the back of the application**

High School: \_\_\_\_\_

Location Last yr. Completed Major Courses Diploma/Degree

College: \_\_\_\_\_

Location Last yr. Completed Major Courses Diploma/Degree

Trade: \_\_\_\_\_

Location Last yr. Completed Major Courses Diploma/Degree

**LICENSE INFORMATION**

Driver Licenses:	_____	_____	_____	_____
	State	DL#	Type	Expiration Date
Driver Licenses:	_____	_____	_____	_____
	State	DL#	Type	Expiration Date

**DRIVING EXPERIENCE**

_____	____/____/____	____/____/____	_____
Straight Truck	From	To	Approx. Total Miles
_____	____/____/____	____/____/____	_____
Tractor / Semi Trailer	From	To	Approx. Total Miles
_____	____/____/____	____/____/____	_____
Tractor / Two Trailers	From	To	Approx. Total Miles
_____	____/____/____	____/____/____	_____
Other	From	To	Approx. Total Miles

**ACCIDENT RECORD-PAST THREE YEARS**

____/____/____	_____	_____	_____
Date of Last Accident	Nature of Accident	Fatalities: Yes/No	Injuries: Type
____/____/____	_____	_____	_____
Next Previous	Nature of Accident	Fatalities: Yes/No	Injuries: Type
____/____/____	_____	_____	_____
Next Previous	Nature of Accident	Fatalities: Yes/No	Injuries: Type

**TRAFFIC CONVICTION AND FORFEITURES FOR THE PAST 3 YEARS**

**DO NOT INCLUDE PARKING VIOLATIONS**

_____	_____	_____	____/____/____
Location	Charge	Penalty	Date
_____	_____	_____	____/____/____
Location	Charge	Penalty	Date
_____	_____	_____	____/____/____
Location	Charge	Penalty	Date





Yes / No

1. Have you ever submitted an application with Global Underground before?... \_\_\_\_\_  
If yes, When? \_\_\_\_\_ What position did you apply for? \_\_\_\_\_
2. Have you ever been employed by Global Underground before?..... \_\_\_\_\_  
If yes, When? \_\_\_\_\_ What position did you hold? \_\_\_\_\_
3. Do you have any relatives who work for Global Underground?..... \_\_\_\_\_  
If yes, Who? \_\_\_\_\_
4. If hired can you furnish proof you are eligible to work in the U.S.?..... \_\_\_\_\_
5. Will you travel if required?..... \_\_\_\_\_
6. Will you work overtime if required?..... \_\_\_\_\_

By signing my name below, I certify that the answers given in this application for employment are true and correct to the best of my knowledge. I authorize such inquiry by Global Underground into the statements made in this application as may be necessary in reaching an employment decision. I hereby release Global Underground and any person or institutions so contacted from any liability of information furnished as a result of such contact. I understand that any false or misleading information given in this application, including a failure to disclose requested information may result in termination. Persons hired to operate company vehicles will also be required to meet a MVR (motor vehicle record) check standards. By signing my name below, I consent to these procedures. I understand that any employment with this employer is "at will" which means that the employee may resign at any time and the employer may discharge the employee at any time with or without cause. I also understand that this "at will" employment relationship may not be changed by any written document or by any behavior unless the change is specifically acknowledged in writing by Global Underground.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Sign Name

\_\_\_\_\_  
Date