



**Application for Employment**

**For Subsidiary: Green Plains Grain Company LLC**

This is an employment application for Green Plains Renewable Energy, Inc. ("GPRE"). Each question should be fully and accurately answered. No action can be taken on this application until all questions have been answered. Use blank paper if you do not have enough room on this application. PLEASE PRINT, except for your signature on the last page.

Date: \_\_\_\_\_

Position(s) applying for: \_\_\_\_\_

Location: \_\_\_\_\_

Full Name: \_\_\_\_\_ Previous Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Previous Address: \_\_\_\_\_

Email address: \_\_\_\_\_ SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Telephone #: \_\_\_\_\_ Mobile Telephone #: \_\_\_\_\_

Are you 18 years of age or older?  Yes  No *(If you are hired by GPRE, you may be required to submit proof of age.)*

If hired, can you furnish proof that you are eligible to work in the U.S.?  Yes  No

How were you referred to us? \_\_\_\_\_

Have you ever been previously employed by our company?  Yes  No

Have you applied here before?  Yes  No

If yes, when? \_\_\_\_\_ Which location? \_\_\_\_\_

Do you have a relative employed with GPRE?  Yes  No If yes, give name: \_\_\_\_\_

Are you now or do you expect to be engaged in any other business or employment?  Yes  No

If "Yes", explain. \_\_\_\_\_

Have you ever been convicted of a felony?  Yes  No

If yes, please explain (a conviction will not automatically bar employment):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Employment History

List names of employers in consecutive order with present or last employer listed first. Please account for all periods of time including military service and any periods of unemployment. If self-employed, give firm name and supply business references. Please give month and year. **Do Not Use "See Resume."** Use additional pages if necessary.

Current or Most Recent Employer:			
Address:			
City-State-Zip:			
Dates Employed:	From:	To:	Salary: \$ _____ per
Position Held:			
Immediate Supervisor:		May we contact? Yes No	
Phone:			
Job Summary:			
Reason for Leaving:			

Employer:			
Address:			
City-State-Zip:			
Dates Employed:	From:	To:	Salary: \$ _____ per
Position Held:			
Immediate Supervisor:		May we contact? Yes No	
Phone:			
Job Summary:			
Reason for Leaving:			

Employer:			
Address:			
City-State-Zip:			
Dates Employed:	From:	To:	Salary: \$ _____ per
Position Held:			
Immediate Supervisor:		May we contact? Yes No	
Phone:			
Job Summary:			
Reason for Leaving:			

Employer:			
Address:			
City-State-Zip:			
Dates Employed:	From:	To:	Salary: \$ _____ per
Position Held:			
Immediate Supervisor:		May we contact? Yes No	
Phone:			
Job Summary:			
Reason for Leaving:			

## Educational History

List school name and location, course of study, and any degrees earned. *Do Not Use "See Resume"*.

Education Type	Name and Address of School	Grade Completed or Degree	Subject Studied or Major	Number of years attended	Graduated
High School					Y / N
College					Y / N
College					Y / N
Graduate					Y / N
Vocational					Y / N

What machinery or equipment can you operate that are related to the job for which you are applying? \_\_\_\_\_

Please list three (3) skills or additional training you have that would benefit GPRE:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Please list three (3) personal qualities you possess that you believe would add value to GPRE:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## Other Skills and Qualifications

Summarize any job-related training, skills, licenses, certificates, and/or other qualifications. Also, list professional, trade, business, or civic activities and offices held. (*Exclude labor organizations and memberships that reveal race, color, religion, national origin, sex, age, disability, or other protected status*). \_\_\_\_\_

## References

List three (3) **professional** references, along with their telephone numbers, years known, and your relationship to them, such as a past supervisor, co-worker, etc. *Do not include relatives or friends.*

	Reference 1	Reference 2	Reference 3
<b>Name</b>			
<b>Address</b>			
<b>Phone</b>			
<b>Relationship/Company</b>			
<b>Years Known</b>			

I hereby authorize the Green Plains Renewable Energy, Inc. to contact and obtain information from any and all previous employers, references, and other institutions as necessary to verify the accuracy of the information I have provided herein, including relevant facts and opinions about my work and work habits. I also hereby release from liability GPRE and its representatives for seeking, gathering, and using such information to make employment decisions and all other persons or organizations for providing such information. I expressly authorize any educational institutions that I have attended to provide transcripts and degree status, and I release from liability or responsibility all persons or entities requesting or supplying such information. I further agree that this application and any other paperwork completed by Green Plains Renewable Energy, Inc. becomes the property of GPRE.

I understand that any offer of employment is contingent upon successful completion of reference and background screening and drug testing results, and employment may be denied for failure to successfully complete this process. I further hereby authorize GPRE to request a consumer information report on me and give GPRE express written permission to do so by signing this application.

I understand that any misrepresentation, material omission, false information given or made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered.

If I am employed by GPRE, I acknowledge that there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either GPRE or I can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

I understand that it is the policy of GPRE not to refuse to hire or otherwise discriminate against a qualified individual with a disability because of that person's need for reasonable accommodation as required by the ADA.

I also understand that if I am employed by GPRE, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

I represent and warrant that I have read and fully understand the foregoing, and that I seek employment under these conditions.

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Applicant Signature

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Date

*Green Plains Renewable Energy, Inc. is an equal opportunity employer and does not unlawfully discriminate in employment. No question on this application is used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Equal access to employment, services, and programs is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the company.*