



**NORDIC
INDUSTRIES, INC.**

To: Employees, Applicants for Employment and Potential Employees

From: Nordic Industries, Inc.

Subject: Equal Employment Opportunity Policy and Affirmative Action Plan

The employment policy of Nordic Industries, Inc. is to recruit and hire employees without discrimination and to treat them equally with respect to compensation and opportunities for advancement, including upgrading, promotion and transfer. During the execution of its contracts, Nordic Industries, Inc. shall not discriminate against any race, religion, color, national origin, ancestry, physical handicap, medical condition, marital status, age or sex. The plan is herein formally stated in order to assure compliance with executive Order No. 11246 and to reaffirm Nordic's continued commitment to a program of equal opportunity and merit employment policies.

It is our duty to see that this policy of anti-discrimination is actively enforced in areas such as, but not limited to, the following: employment, upgrading, demotion or transfer, recruitment or advertising, lay-off or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

We encourage you to use the training programs available. Nordic will assist you in applying for these programs. Please contact any of our superintendents.

All present employees and/or applicants for employment are requested also to encourage persons of minority races and females to make application for employment with Nordic or to apply for training under available programs.

Employees that become aware of any complaint or alleged discrimination by Nordic, its supervisors or employees, or any person or organization acting on behalf of Nordic are advised, encouraged and instructed to contact their immediate supervisor or the company Equal Employment Opportunity Officer.

Nordic Industries, Inc.
1437 Furneaux Road
Olivehurst, California 95961
530-742-7124. 530-742-3707. Estimating Fax 530-742-5545
Contractors License # 592271



**NORDIC
INDUSTRIES, INC.**

**EMPLOYEE/APPLICANT CONSENT TO TEST
FOR CONTROLLED SUBSTANCE AND/OR ALCOHOL**

Employee/Applicant Name (Please Print)

Social Security Number

I hereby voluntarily consent to the taking of samples of my urine, breath, blood, saliva and/or hair for testing to determine the presence of drugs and/or alcohol in my system. I voluntarily authorize the release of information concerning the results of my test to Company Supervisors and Management who will use it to determine if I am in compliance with Company work rules and policies on drugs and/or alcohol. I understand that refusal by me to sign this consent may be cause for discharge or ineligibility for employment. This authorization shall remain valid during the period of my employment.

Employee/Applicant Signature

Date

**EMPLOYEE/APPLICANT REFUSAL TO
CONSENT TO TEST FOR CONTROLLED
SUBSTANCES AND/OR ALCOHOL**

I decline to authorize the Company to perform tests for drugs and/or alcohol or the release of results to Company supervisors and management. I understand that refusal by me to sign this consent may be cause for discharge or ineligibility for employment

Employee/Applicant Signature

Date

NORDIC INDUSTRIES, INC.

Employment Application

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Date Available	Social Security No.		
Position Applied for			
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain

EDUCATION			
High School		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
MILITARY SERVICE			
Branch		From	To
Rank at Discharge		Type of Discharge	
If other than honorable, explain			

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

EXPERIENCE

Describe your skills/ education/ and experience qualifying you for the position you are applying for. If applying for an equipment operator position, also fill out the attached self evaluation form.

DISCLAIMER AND SIGNATURE

I authorize investigation of all statements contained in this application. I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application may result in my release. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without previous notice.

Signature

Date

For Office Use

REMARKS:

Interviewed By:

Date:

NORDIC INDUSTRIES, INC.

EQUIPMENT OPERATOR & GRADECHECKER SKILLS

If applying for a position as an equipment operator, please complete the following self evaluation.

Name: _____

Date: _____

EQUIPMENT TYPE	MODEL(s)	YEARS OF EXPERIENCE	APPROX. # OF HOURS IN LAST 2 YEARS	SKILL LEVEL (POOR, FAIR, GOOD, OR EXCELLENT)
example: Dozer	Cat D8R, D6H	10	1000	Good
Gradechecker				
Motor Grader (Blade)				
Track-type Tractor (Dozers)				
Wheel Loader				
Excavator				
Backhoe				
Compactor or Roller				
Wheel Tractor Scraper				
Articulated or Off-Highway Truck				
Ag Tractors and Challengers				
Other:				
Other:				