

# EMPLOYMENT APPLICATION

## Kyanite Mining Corporation

30 Willis Mountain Plant Lane, Dillwyn, Virginia 23936  
(434) 983-2085

Kyanite Mining Corporation is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Should an applicant need reasonable accommodation in the application process, he or she should contact a company representative.

*Please fill out all of the sections below:*

### **Applicant Information**

**Applicant Full Name:** \_\_\_\_\_  
**Street Address:** \_\_\_\_\_  
**City, State, and Zip Code:** \_\_\_\_\_  
**Telephone Number:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_  
  
**Date of Application:** \_\_\_\_\_

### **Employment Position**

**Position(s) applying for:** Any open position \_\_\_\_\_ Plant Operator \_\_\_\_\_ Bagger \_\_\_\_\_  
Equipment Operator/Driver \_\_\_\_\_ Laborer \_\_\_\_\_  
Maintenance \_\_\_\_\_ Office/Administrative \_\_\_\_\_  
Other (please specify) \_\_\_\_\_

Shifts you are available for: \_\_\_\_\_ 7a.m. – 3p.m. \_\_\_\_\_ 3p.m. – 11 p.m. \_\_\_\_\_ 11p.m. – 7a.m.  
Are you available to work weekends? \_\_\_\_\_ Yes \_\_\_\_\_ No  
How did you hear about this position? \_\_\_\_\_  
On what date can you start working if you are hired? \_\_\_\_\_  
Minimum salary requirement? \_\_\_\_\_

### **Personal Information**

Have you ever applied to or worked for Kyanite Mining Corporation before? Yes No  
If yes, when? \_\_\_\_\_

Do you have any friends, relatives, or acquaintances working for Kyanite Mining Corporation? Yes No  
If yes, state name & relationship: \_\_\_\_\_

Are you a U.S. citizen or approved to work in the United States? Yes No

Will you consent to a mandatory controlled substance test? Yes No

Do you have any condition which would require job accommodations? Yes No  
If yes, please describe accommodations required below.

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Have you ever been convicted of a felony criminal offense? Yes No  
If yes, please state the nature of the crime(s), when and where convicted and disposition of the case:

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*(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)*

### **Education and Training**

#### **High School**

Name	Location (City, State)	Year Completed	Diploma Earned?	
			Yes	No

#### **College/University**

Name	Location (City, State)	Year Graduated	Degree Earned

#### **Vocational School/Specialized Training**

Name	Location (City, State)	Year Graduated	Degree Earned

#### **Military:**

Are you a member of the Armed Services? Yes No

If yes, in which branch of the military did you enlist? \_\_\_\_\_

What was your military rank when discharged? \_\_\_\_\_

How many years did you serve in the military? \_\_\_\_\_

What military skills do you possess that would be an asset for this position/Company?

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**Job Skills/Qualifications**

Please list below the skills and qualifications you possess for the position for which you are applying:

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*(Note: Kyanite Mining Corporation complies with the ADA and considers reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. It is possible that a new hire may be tested on skill/agility and may be subject to a medical examination conducted by a medical professional.)*

**Previous Employment** (Most recent first)

**Employer Name:** \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Supervisor Name: \_\_\_\_\_  
Employer Street Address: \_\_\_\_\_  
City, State, and Zip Code: \_\_\_\_\_  
Employer Telephone: \_\_\_\_\_  
Dates Employed: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

**Employer Name:** \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Supervisor Name: \_\_\_\_\_  
Employer Street Address: \_\_\_\_\_  
City, State, and Zip Code: \_\_\_\_\_  
Employer Telephone: \_\_\_\_\_  
Dates Employed: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

**Employer Name:** \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Supervisor Name: \_\_\_\_\_  
Employer Street Address: \_\_\_\_\_  
City, State, and Zip Code: \_\_\_\_\_  
Employer Telephone: \_\_\_\_\_  
Dates Employed: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

**References**

Please provide three personal and professional references below:

Reference	Contact Information

**At-Will Employment**

The relationship between you and Kyanite Mining Corporation is referred to as “employment at will.” This means that your employment can be terminated at any time for any reason, with or without cause, with or without notice, by you or Kyanite Mining Corporation. No representative of Kyanite Mining Corporation has authority to enter into any agreement contrary to the foregoing “employment at will” relationship. You understand that your employment is “at will,” and that you acknowledge that no oral or written statements or representations regarding your employment can alter your at-will employment status, except for a written statement signed by you and the Company’s President.

Applicant Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

DISCLAIMER: By typing your name above, you are signing this application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this application.

**Next Steps:**

1. Complete application.
2. Save PDF.
3. Email completed PDF to: [info@kyanite.com](mailto:info@kyanite.com)