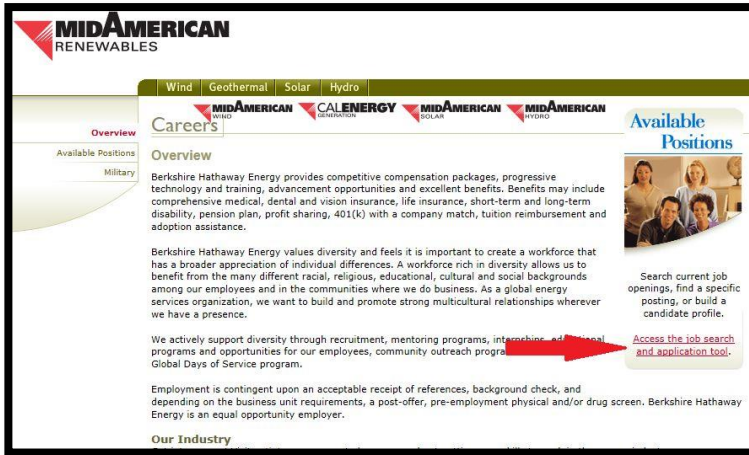


# Applying for a Job Opening

1. Select the link labeled Access the job search and application tool from the right sidebar on the Career Page.



## 2. Search Tips

- Scroll down the page to see a list of open positions
- Filter jobs using the drop-down menus for Job Fields or Location (or both)
- Job Numbers or Keywords can be entered into text boxes



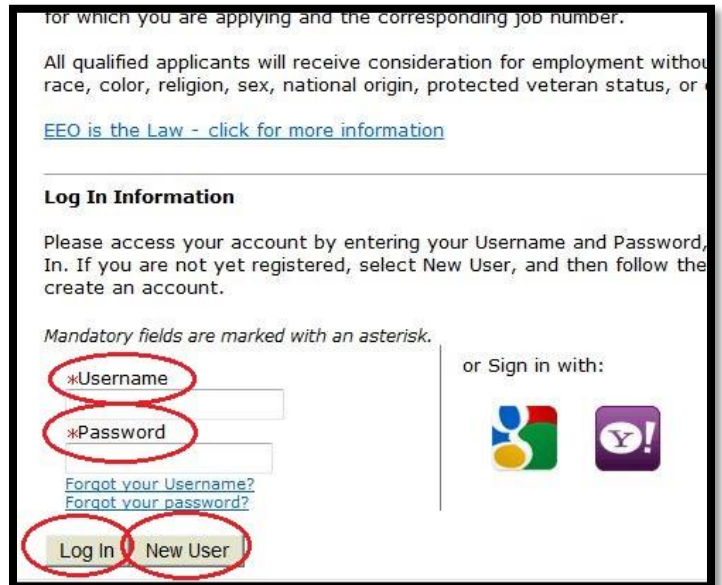
3. Click on the job title in any list view to view the job description. Click the Apply link to apply directly.



4. From the job description, click the Apply Online button to start the application process.



5. New Users should select the New User button and follow the prompts to create an account. Returning users should enter their Username and Password and click the Log In button.



6. Once logged in, there will be a series of ten steps to complete an application.

- See the next page for a layout of these ten steps
- Use the navigation blocks at the top of the form to track your progress and to move between steps
- All required fields must be filled in before progressing to the next step
- Required fields are indicated with an asterisk \*
- To complete your application, you must complete all required fields and sign the online Application Agreement

7. You will receive an application acknowledgment via e-mail after you submit your application.

8. Contact [employment@midamerican.com](mailto:employment@midamerican.com) if you encounter errors or require further instructions.

# Application Screens

## 1. Personal Information

Applying for: **Distribution Design Technician (Job Number: 1401544)**

Personal Information

Save and Continue Save as Draft

**Personal Information**

Mandatory fields are marked with an asterisk.\*  
**Source Tracking**

## 2. Work History & References

Applying for: **Distribution Design Technician (Job Number: 1401544)**

Work History & References

Save and Continue Save as Draft

**Work History & References**

Mandatory fields are marked with an asterisk.\*  
**Work Experience**

## 3. Education & Certifications

Applying for: **Distribution Design Technician (Job Number: 1401544)**

Education & Certifications

Save and Continue Save as Draft

**Education & Certifications**

Mandatory fields are marked with an asterisk.\*  
**Education**

## 4. Attach Files (Resumes, Cover letters, etc)

Applying for: **Distribution Design Technician (Job Number: 1401544)**

Attach Files

Save and Continue Save as Draft

**Attach Files**

Attachments

## 5. Work Eligibility

Applying for: **Distribution Design Technician (Job Number: 1401544)**

Work Eligibility

Save and Continue Save as Draft

**Work Eligibility**

## 6. General Questions (2 pages)

Applying for: **Distribution Design Technician (Job Number: 1401544)**

General Questions (1 of 2)

Save and Continue Save as Draft

**General Questions (1 of 2)**

## 7. Job Specific Questions (Not all job postings have these)

Applying for: **Distribution Design Technician (Job Number: 1401544)**

Job Specific Questions

Save and Continue Save as Draft

**Job Specific Questions**

Mandatory fields are marked with an asterisk.\*  
**Questionnaire**

Please answer the following questions as accurately as possible.

## 8. Electronic Signature

Applying for: **Distribution Design Technician (Job Number: 1401544)**

Electronic Signature

Save and Continue Save as Draft

**Electronic Signature**

Mandatory fields are marked with an asterisk.\*  
**Electronic Signature**

Please read the following statement carefully, then acknowledge that you have read and approved it by providing an electronic signature that is the electronic equivalent of a hand-written signature.

I certify that the statements herein are correct and true to the best of my knowledge. I understand that falsified information will void this application or may result in my termination if hired.

I authorize investigation of all statements contained in this application for employment as may be necessary in additional screening procedures may be required, including but not limited to pre-screening tests, interviews, background investigations, medical examinations, and drug testing.

## 9. Equal Employment Opportunity (EEO)

Applying for: **Distribution Design Technician (Job Number: 1401544)**

EEO

Save and Continue Save as Draft

**EEO**

**U.S. Equal Employment Opportunity/Affirmative Action Information**

Please provide the information requested in the fields below regarding diversity.

**Important - Applicants Please Read**  
Qualified applicants are considered for employment, and employees are treated during employment on the basis of national origin, citizenship status (except as required by law), gender, gender identity, sex, sexual orientation, veteran status, Vietnam era veteran status, marital status, or any other category protected by U.S. federal law solely to help us comply with federal and state Equal Employment Opportunity record keeping, reporting, and enforcement requirements.

## 10. Summary

Applying for: **Distribution Design Technician (Job Number: 1401544)**

Summary

Submit Save as Draft

**Summary**

After reviewing all information in the summary below, select Submit to complete your application.

**Personal Information**

Source Tracking