

SAVING SCREEN FILLABLE PDF FORMS IN WINDOWS 10

Some of the forms on this site are “fillable” on your computer. This means that you can conveniently complete such form right on your computer by simply typing information into a form’s displayed fields. You can then print your completed form to your printer or print to PDF to save the completed form to your computer.

1. Fill out the application.
2. Click on the "**PRINT**" icon at the top left, the Print window will pop up.
3. Within the Print window, look for the section entitled "**PRINTER**" or "**DESTINATION**". Within this section is a **drop-down** box or **Change button** with the name of your printer next to it, click on the one that pertains to you...
4. Click on **Microsoft Print To PDF**
5. Click on the "**Print**" button to print.
6. A “Save As” Dialog box will appear. **Name the file.**
7. Select a location in which to save the file. (I Recommend saving the file to your “Desktop”)
8. **Click on Save.** It's the lower-right corner of the dialog box. The document will be saved as a PDF file in the location you specified.

Printing to a PDF File on a Mac

1. Click the **File** menu and select “**Print**”, or just hit Command+P
2. Look for the “**PDF**” **button** in the lower left corner, click on that pull-down menu, and select “**Save as PDF**”
3. Click “**Save**” in the save dialogue box, and save the file to whatever location you want (Documents is default)

Locate the resulting document in the Finder or with another app, it’ll appear as a unique PDF file, and no, it will not overwrite or alter the origin file it was created from.

Proof of Experienced Underground Coal Miner

Send the application back to us along with copies of your documents from any one of the bullets below.

- At least 2 Annual retraining 5000-23 documentations, one of which must be current.
- Mine Foreman Certificate & current Annual retraining 5000-23.
- Fireboss Certification & current Annual retraining 5000-23
- Methane Detection card & current Annual retraining 5000-23
- Miners Training card from another state & current Annual retraining 5000.23

Email them to zsi@zookssolutions.com or Fax to 1-888-772-4613



Zooks Solutions Underground Coal Miner Experience Resume

DATE

PERSONAL INFORMATION

Name	Phone
Street	Email
City, State	Are you willing to relocate to Utah if offered a full time position with the company? (Check a Box)
	YES NO

MSHA TRAINING

Do you have required proof of experienced underground coal miner documents?	YES NO	Do you have a copy of current Annual Refresher UG Coal 5000-23?	YES NO
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EDUCATION/TRAINING

Do you have a High School Diploma or equivalent (G.E.D.)	YES NO	Have you served in the Military?	YES NO
		Branch Years	

List any other relevant training or education:

Mining Experience

How many total years of experience do you have in Underground Coal Mining?	List the State (i.e. UT) of any certificates you have		
	UG Electrical	Fireboss	Foreman

How many total years experience on jobs below (6 months = .5)

Miner operator	Roof Bolter	Shuttle/Ram Car	Longwall	Outby or Belts	Maintenance

-These should equal the total number of years of experience that you put in the box above-

Signiture that all information is true.

***Attach Experience Detail sheets of work history**



Zooks Solutions Underground Coal Miner Experience Resume

EXPERIENCE DETAIL (Start with most recent Job and work back)

Coal Mine/Contractor	State	Start Date	End Date
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How many total years experience on jobs below (6 months = .5)

Miner operator	Roof Bolter	Shuttle/Ram Car	Longwall	Outby or Belts	Maintenance

Details:

Reason for Leaving:

Coal Mine/Contractor	State	Start Date	End Date
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How many total years experience on jobs below (6 months = .5)

Miner operator	Roof Bolter	Shuttle/Ram Car	Longwall	Outby or Belts	Maintenance

Details:

Reason for Leaving:

Initial

Page No.



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