Employment Application

This company is an Equal Employment Opportunity Employer

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **APPLICANT INFORMATION** | | | | | | | | | | | | | | | | | | | | | |
| Last Name | | | | | | | | | | | First | | | | | | | M.I. Date | | |  |
| Street  Address | | | | | | | | | | | | | | | | | | Apartment/Unit # | | |  |
| City |  | | | | | | | | | | State |  | | | | | | ZIP |  | | |
| Phone |  | | | | | | | | | | E-mail Address | | |  | | | | | | | |
| Date Available | | |  | | | | | | Social Security Desired Salary  No. | | | | | | | | | | |  | |
| Position Applied for | | | | |  | | | | | | | | | | | | | | | | |
| Employment desired | | | | | Full Time Part Time Temp F/T or P/T | | | | | | | | | | | | | | | | |
| Hrs Available to Work: | | | | |  | | | | | | | | | | | | | | | | |
| Means of Transportation | | | | | Drivers License # State Issued | | | | | | | | | | | | | | | | |
| Are you authorized to work in the United States? | | | | | | | | YES | | NO | |  | | | | | | | | | |
| Have you ever worked for this company? | | | | | | | | YES | | NO | | If so, when? | | | |  | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | |
| **EDUCATION** | | | | | | | | | | | |  | | | |  | | | | | |
| High School | |  | | | | | | | | Address | |  | | | |  | | | | | |
| NO | | | Degree |  |  | | | | |
| From |  | | | To | |  | Did you graduate? | | | YES | |
| College |  | | | | |  |  | | | Address | |  | | | |  |  | | | | |
| NO | | | Degree |  |  | | | | |
| From |  | | | To | |  | Did you graduate? | | | YES | |
| Other |  | | | | | |  | | | Address | |  | | | |  |  | | | | |
| From |  | | | To | |  | Did you graduate? | | | YES | | NO Degree | | | |  |  | | | | |
| **REFERENCES** | | | | | | | | | | | | | | | |  |  | | | | |
| *Please list three professional references.* | | | | | | | | | | | | | | | |  |  | | | | |
| Full Name | |  | | | | | | | | | | | Relationship | | |  |  | | | | |
| Company | |  | | | | | | | | | | | Phone | | | ( | ) | | | | |
| Address | |  | | | | | | | | | | |  | | |  |  | | | | |
| Full Name | |  | | | | | | | | | | | Relationship | | |  |  | | | | |
| Company | |  | | | | | | | | | | | Phone | | | ( | ) | | | | |
| Address | |  | | | | | | | | | | |  | | |  |  | | | | |
| Full Name | |  | | | | | | | | | | | Relationship | | |  |  | | | | |
| Company | |  | | | | | | | | | | | Phone | | | ( ) | | | | | |
| Address | |  | | | | | | | | | | | | | | | | | | | |

|  |  |  |
| --- | --- | --- |
|  | **PREVIOUS EMPLOYMENT** Company |  |
|  | Phone ( ) |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Address | |  | | | | | | | | | Supervisor | |  | | | | |
| Job Title | |  | | | | | | | Starting Salary | | $ | |  | Ending Salary | | | $ |
| Responsibilities | | | |  | | | | |  | |  | |  | | | |  |
| From |  | | | To | |  | | Reason for Leaving |  |  |  | |  | | | |  |
| Yes | No | |  | | | |  |
| May we contact please explain) | your previous supervisor | | | | | | | for a reference?(if no |  |
| Company |  |  | | | | | |  |  | | Phone ( | | ) | | | |  |
| Address |  |  | | | | | |  |  | | Supervisor | |  | | | |  |
| Job Title |  |  | | | | | |  | Starting Salary | | $ | |  | Ending Salary | | | $ |
| Responsibilities |  |  | |  | | | |  |  | |  | |  | | | |  |
| From |  |  | | To | |  | | Reason for Leaving |  |  |  | |  | | | |  |
| Yes | No |  | | | | |  |
| May we contact please explain) | | your | | previous | | supervisor | | for a reference?(if no |  |
| Company | |  | |  | |  | |  |  | | Phone | ( ) | | | | |  |
| Address | |  | |  | |  | |  |  | | Supervisor |  | | | | |  |
| Job Title | |  | |  | |  | |  | Starting Salary | | $ |  | | Ending Salary | | | $ |
| Responsibilities | |  | |  | |  | |  | | |  |  | | | | |  |
| From |  |  | | To | |  | | Reason for Leaving | |  |  |  | | | | |  |
| Yes | No |  | | | | |  |
| May we contact please explain) | | your previous supervisor for a reference?(if no | | | | | | | |
|  | |  | | | | | | | | | | |  | | | |  |
| **MILITARY SERVICE** | |  | | | | | | | | | | |  | | | |  |
| Branch | |  | | | | | | | | | | | From | |  | To |  |
| Rank at Discharge | | | | |  | | | | | | | | Type of Discharge | | | |  |
| If other than honorable, explain | | | | | | |  | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | |
| **DISCLAIMER AND SIGNATURE** | | | | | | | | | | | | | | | | | |
| 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 or interview may result in my release.  I agree to submit to drug and alcohol testing, if requested by Giant Oil, Inc. as a condition of my employment and release Giant Oil, Inc. and its employees, plus any other persons or companies, from any and all liability arising out of or related to such testing. | | | | | | | | | | | | | | | | | |
| Signature | | |  | | | | | | | | | | | | Date |  | |