

**Plymouth Oil Co LLC
22058 K42
Merrill, IA 51038
712.938.2405**



EMPLOYMENT APPLICATION

Plymouth Oil Co LLC is an Equal Opportunity Employer and as such considers all qualified applicants for employment, regardless of race, national origin, color, creed, religion, sex, age, marital status, disability, veteran status, sexual orientation, or gender identity, as protected by local, state, or federal law.

APPLICANT INFORMATION

Last Name		First		M.I.	Date
Street Address				Apartment/Unit #	
City		State		ZIP	
Phone		E-mail Address			
Date Available		Social Security No.		Desired Salary	
Position Applied for					
If hired, would you be able to present evidence of your U.S. citizenship or proof of your legal right to work in the U.S.?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Are you at least 18 years of age? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Have you ever applied to Plymouth Oil before?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?	
Have you ever been convicted in a court of law for any offense other than a minor traffic violation?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, please explain	

EDUCATION

<i>High School</i>		Location			
Number of Years Attended:	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>		
<i>College</i>		Location			
Number of Years Attended:	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree	
<i>Other</i>		Location			
Number of Years Attended:	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree	

REFERENCES WHICH WE MAY CONTACT (PLEASE DO NOT LIST RELATIVES)

Full Name		Years Known
Business/ Occupation		Phone ()
Address		
Full Name		Years Known
Business/ Occupation		Phone ()
Address		
Full Name		Years Known
Business/ Occupation		Phone ()
Address		

EMPLOYMENT HISTORY

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"/>			

MILITARY SERVICE (IF APPLICABLE)

Military Service Status: Active Inactive Branch: _____

List duties performed and training received in the military:

PERSON TO NOTIFY IN AN EMERGENCY:

Name

Address

Phone

APPLICANT CERTIFICATION, AUTHORIZATION, AND AGREEMENT: (Please read carefully before signing.)

I hereby certify that all of the information provided by me on my Employment Application and in support of my Employment Application is true and complete to the best of my knowledge. I understand that any misrepresentation or omission of facts on the Employment Application is reason for not hiring me or cause for dismissal if I am hired.

I hereby authorize Plymouth Oil Co LLC, in connection with my application for employment, to access or obtain public records, (which may include arrests, indictments, or conviction records) and to investigate and inquire into my personal history, employment history, financial history, and all other matters relative to arriving at an employment decision; and, as a result of this investigation, I agree to hold blameless and free of all liability, Plymouth Oil Co LLC, and all persons, firms, corporations, schools, hospitals, former employers, and government agencies that provide information from their knowledge or records in direct response to inquiries made by Plymouth Oil Co LLC.

I hereby authorize Plymouth Oil Co LLC to provide any and all information concerning my employment to any person or firm with whom I later seek employment; and, I agree to hold Plymouth Oil Co LLC blameless and free of all liability as a result of furnishing such information.

Furthermore, in consideration of my employment with Plymouth Oil Co LLC, I understand and agree that:

- 1) My employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at either my or the company's option.
- 2) I understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice.
- 3) I will comply with all company rules, regulations, and policies, written or oral.
- 4) I will be required to pass a pre-employment drug screen and background check upon acceptance of a conditional job offer.
- 5) If hired by Plymouth Oil, I will be required to provide proof of U.S. citizenship or immigration status within three days of being hired.
- 6) If required, I will submit to a physical examination and will do so when requested.
- 7) Plymouth Oil is a smoke-free facility and complies with the Iowa Smoke-free Air Act.

I certify that my answers are true and complete to the best of my knowledge.

Signature

Date

EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION STATISTICS

The following information is requested by the Federal Government in order to monitor compliance with Federal Laws prohibiting discrimination against applicants seeking to participate in this program. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose, not to furnish it, we are required to note the race/national origin of individual applicants on the basis of visual observation of surname.

Gender MALE FEMALE

Racial/Ethnic Group (Mark one or more) White Black or African American Hispanic or Latino Asian
 American Indian or Alaskan Native Native Hawaiian or Other Pacific Islander

Date: _____

Position Applied For: _____