

EMPLOYMENT APPLICATION



LUBRICANT COMPANY

An Equal Opportunity Employer

CONFIDENTIAL

Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone#: (____) _____ Cell Phone#: (____) _____

Email: _____ Position desired? _____

Driver's License No: _____ State of Issue: _____ Expiration Date: _____

Can you perform the essential functions of the position for which you are applying? YES [] NO [] If no, please explain. (If you have any question as to what functions are applicable to the position for which you are applying, please ask the interviewer before you answer this question)

When would you be available to begin work? _____

Are you legally eligible to be employed in the United States? YES [] NO []

(Proof of identity and eligibility will be required upon employment)

Are you over the age of 18 years? YES [] NO []

(If no, you may be required to provide authorization to work.)

Have you ever been convicted of a crime that hasn't been expunged by a court? YES [] NO []

If yes, please explain: _____

(A conviction will not necessarily be a bar to employment)

Have you ever worked for this Company before? YES [] NO []

If yes, when? (Give dates) _____ Job Title: _____

Do you have any relatives or friends who work for the Company? YES [] NO []

If yes, please provide name(s): _____

Are you available to work (check all that apply): DAYS [] NIGHTS [] WEEKENDS [] FULL TIME []

If you cannot work full time, please explain:

EDUCATION

High School Name: _____ City: _____ State: _____
Did you graduate? YES [] NO []

Trade/Technical School Name: _____ City: _____ State: _____
Area of Study: _____ Did you graduate? YES [] NO []

College Name: _____ City: _____ State: _____
Degree(s) Obtained: _____ Did you graduate? YES [] NO []
Major: _____ Grade Average: _____

College Name: _____ City: _____ State: _____
Degree(s) Obtained _____ Did you graduate? YES [] NO []
Major: _____ Grade Average: _____

LAST OR PRESENT POSITION

Company Name _____ Employment from _____ to _____
Address _____ City _____ State _____ Zip _____
Title _____ Phone Number () _____
Duties _____

Name and title of immediate supervisor _____
Annual base earnings at start \$ _____ Final or current base annual earnings \$ _____
Reason(s) for leaving _____
May we contact employer? YES [] NO [] If no, explain _____

PREVIOUS POSITION

Company Name _____ Employment from _____ to _____
Address _____ City _____ State _____ Zip _____
Title _____ Phone Number () _____
Duties _____

Name and title of immediate supervisor _____
Annual base earnings at start \$ _____ Final or current base annual earnings \$ _____
Reason(s) for leaving _____
May we contact employer? YES [] NO [] If no, explain _____

PREVIOUS POSITION

Company Name _____ Employment from _____ to _____
Address _____ City _____ State _____ Zip _____
Title _____ Phone Number () _____
Duties _____

Name and title of immediate supervisor _____
Annual base earnings at start \$ _____ Final or current base annual earnings \$ _____
Reason(s) for leaving _____
May we contact employer? YES [] NO [] If no, explain _____

Please list any other job related experience, skills or activities including United States military service experience, not described above, which you would like us to consider in evaluating your qualifications for the position sought.

I hereby state that information in this employment application is complete and true to the best of my knowledge. I understand that misstatement of facts, falsification of information, or any other misrepresentations will be considered sufficient grounds for the Company to disqualify me for consideration prior to my employment, or grounds for my immediate dismissal if such information should become known after I join D-A Lubricant Company, Inc. or any of its Divisions or subsidiaries. I hereby authorize you to contact educational institutions and employers (except where I have indicated otherwise) to verify the information shown on this application and to obtain information about me kept by any consumer reporting agency, and to make other inquiries concerning my character, reputation and demeanor. I understand I have the right to request from D-A Lubricant Company, Inc., in writing, the nature and scope of any investigation requested, I also understand that the release of the information disclosed to D-A Lubricant Company, Inc. is only for the official use of D-A Lubricant Company, Inc. with respect to my application for employment and for no other purpose.

All employment with the Company is at-will by both parties and may be terminated, at any time, by myself or the Company. Any oral comments contrary to the at-will nature of the employment are not binding on the Company unless agreed to, in writing and signed by me and an authorized officer of the Company. Verification of eligibility to be employed within the country will be required at time of hire.

Your Signature _____ **Date** _____