



**EXPERIENCE**

List below all present and past employment, beginning with your most recent employer

Are you currently employed?  Yes  No

1. Employer \_\_\_\_\_ Starting Salary \_\_\_\_\_ per hour or week  
 Address \_\_\_\_\_ Last Salary \_\_\_\_\_ per hour or week  
 Kind of Business \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Job Title \_\_\_\_\_ Reason for leaving:  Quit  Discharge  Retired  
 Dates Employed \_\_\_\_\_ to \_\_\_\_\_  Lay off Why? \_\_\_\_\_  
 For Job Reference, call \_\_\_\_\_ at \_\_\_\_\_  
 Please do not contact this employer. Why not? \_\_\_\_\_

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2. Employer \_\_\_\_\_ Starting Salary \_\_\_\_\_ per hour or week  
 Address \_\_\_\_\_ Last Salary \_\_\_\_\_ per hour or week  
 Kind of Business \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Job Title \_\_\_\_\_ Reason for leaving:  Quit  Discharge  Retired  
 Dates Employed \_\_\_\_\_ to \_\_\_\_\_  Lay off Why? \_\_\_\_\_  
 For Job Reference, call \_\_\_\_\_ at \_\_\_\_\_  
 Please do not contact this employer. Why not? \_\_\_\_\_

...

3. Employer \_\_\_\_\_ Starting Salary \_\_\_\_\_ per hour or week  
 Address \_\_\_\_\_ Last Salary \_\_\_\_\_ per hour or week  
 Kind of Business \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Job Title \_\_\_\_\_ Reason for leaving:  Quit  Discharge  Retired  
 Dates Employed \_\_\_\_\_ to \_\_\_\_\_  Lay off Why? \_\_\_\_\_  
 For Job Reference, call \_\_\_\_\_ at \_\_\_\_\_  
 Please do not contact this employer. Why not? \_\_\_\_\_

...

4. Employer \_\_\_\_\_ Starting Salary \_\_\_\_\_ per hour or week  
 Address \_\_\_\_\_ Last Salary \_\_\_\_\_ per hour or week  
 Kind of Business \_\_\_\_\_ Supervisor \_\_\_\_\_  
 Job Title \_\_\_\_\_ Reason for leaving:  Quit  Discharge  Retired  
 Dates Employed \_\_\_\_\_ to \_\_\_\_\_  Lay off Why? \_\_\_\_\_  
 For Job Reference, call \_\_\_\_\_ at \_\_\_\_\_  
 Please do not contact this employer. Why not? \_\_\_\_\_

In the following space, please describe briefly why you are applying for this position. Your comments here are a critical part of our screening process.

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**CONDITIONS OF EMPLOYMENT**

- I. The facts as stated on this application are true and correct. I understand that, if employed, false statements on this application may cause my immediate dismissal.
- II. I authorize such background and personal reports as deemed necessary to verify that the information I have supplied is true and accurate and to determine my fitness for this job and hold harmless those who have the responsibility to develop such a report. A copy of this authorization is as valid as the original.
- III. I understand that I may be required to work overtime as a condition of being employed.
- IV. In consideration of my employment, I agree to conform to the rules and regulations for employees. I understand I am an employee at will, and that this application is not a contract of employment with Newcomb Oil Co. and that my employment and compensation can be terminated, with or without cause, at anytime, at the option of either Newcomb Oil Co. or me. I understand that no representative of Newcomb Oil Co. has any authority to enter into any verbal agreement for employment for any specified period of time or to make any agreement contrary to the foregoing and that no document, policy or practice of Newcomb Oil Co. may change the foregoing unless it is expressly titled "Employment Agreement" and signed by both myself and an officer of Newcomb Oil Co.
- V. I understand that I may be required to submit to a pre-employment, and post-employment test for fitness and/or substance abuse, if not prohibited by law.
- VI. I authorize Newcomb Oil Co. to withhold from my pay checks any monies owed to them by me.
- VII. I agree to Alternative Dispute Resolution, unless prohibited by law, as a means to resolve any disputes and/or complaints that cannot be resolved internally.

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_