



Signal Hill Petroleum, Inc.

An Equal Opportunity Employer

Employment Application

Please Print

Date Last Name First Name Middle

Present Address

No. & Street City State Zip Code

Email Address _____

Cell Phone _____ **Home Phone** _____

Employment Desired

Position applying for: _____

If hired, on what date can you start work? _____ Salary desired: _____

Personal Information

How did you hear about our company and this job opening? _____

Have you ever applied to or worked for Signal Hill Petroleum before? If yes, when? Yes No

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Do you have any friends or relatives working for Signal Hill Petroleum? If yes, state names(s) and relationship:

If hired, would you have a reliable means of transportation to and from work?..... Yes No

Are you at least 18 years old? (If under 18, hire is subject to verification of minimum legal age.) Yes No

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation?..... Yes No

If no, describe the functions that cannot be performed.

(Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination, and to skill and agility tests.)

Education, Training, and Experience

School	Name and Address	No. of Years Completed	Did you Graduate?	Degree or Diploma
High School	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	Name			

	Address			

	City	State	Zip Code	
College/ University	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	Name			

	Address			

	City	State	Zip Code	

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Employment History

List below all present and past employment starting with your most recent employer (last ten years is sufficient). You must complete this section even if attaching a resume.

Dates of Employment:

_____	From	_____	To	_____	Phone Number		
_____	Name of Employer	_____		_____			
_____	Type of Business	_____		_____	Your Supervisor's Name		
_____	Address & Street	_____	City	_____	State	_____	Zip Code

Your Position and Duties							

Reason for Leaving							

Dates of Employment:

_____	From	_____	To	_____	Phone Number		
_____	Name of Employer	_____		_____			
_____	Type of Business	_____		_____	Your Supervisor's Name		
_____	Address & Street	_____	City	_____	State	_____	Zip Code

Your Position and Duties							

Reason for Leaving							

Dates of Employment:

_____	From	_____	To	_____	Phone Number		
_____	Name of Employer	_____		_____			
_____	Type of Business	_____		_____	Your Supervisor's Name		
_____	Address & Street	_____	City	_____	State	_____	Zip Code

Your Position and Duties							

Reason for Leaving							

Military Service

Have you obtained any special skills or abilities as the result of service in the military?..... Yes No

Note: Attach additional page(s) if necessary.

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References

List below three persons not related to you who have knowledge of your work performance within the last three years.

_____	_____	_____
First Name	Last Name	Phone Number
_____	_____	_____
Address & Street	City	State Zip Code
_____	_____	
Occupation	No. of Years Acquainted	

_____	_____	_____
First Name	Last Name	Phone Number
_____	_____	_____
Address & Street	City	State Zip Code
_____	_____	
Occupation	No. of Years Acquainted	

_____	_____	_____
First Name	Last Name	Phone Number
_____	_____	_____
Address & Street	City	State Zip Code
_____	_____	
Occupation	No. of Years Acquainted	

Employment Application

Please Read Carefully, Initial Each Paragraph and Sign Below

Initials

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

Initials

I hereby authorize _____ Signal Hill Petroleum, Inc. _____ to thoroughly investigate my references, work record, education and other matters related to my suitability for employment unless otherwise specified above. I further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the Company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

Initials

I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the Company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the Company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the Company's designated representative.

Initials

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

Date

Applicant's Signature

Equal Employment Opportunity Statement

The Company is an equal employment opportunity employer and does not discriminate against employees or job applicants on the basis of race, religion, color, sex (including pregnancy, childbirth, or related medical conditions), age, national origin, ancestry, mental or physical disability, medical condition, veteran or family status, sexual orientation, marital status, gender identity or any other status or condition protected by applicable federal, state, or local laws, except where a bona fide occupational qualification applies. The Company also makes reasonable accommodations for disabled employees. Finally, the Company prohibits the harassment of any individual on any of the bases listed above. This policy applies to all areas of employment including recruitment, hiring, training, promotion, compensation, benefits, transfer, and social and recreational programs.

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Initials

This Company conducts internal background checks and may search public records. I am entitled to copies of any such public records obtained by the Company unless I mark the check box below.

If I am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below.

“Public records” are defined by California state law and means records documenting an “arrest, indictment, conviction, civil judicial action, tax lien, or outstanding judgment.” (Civil Code section 1786.53) **Any public records request performed by internal personnel employed by the Company will only be conducted and used to the extent allowed by federal, state or local law, including any laws governing use of criminal history information.**

I waive receipt of a copy of any public record described in the paragraph above.

Date

Applicant's Signature