



APPLICATION FOR EMPLOYMENT

BERRY OIL is an equal opportunity employer and does not unlawfully discriminate in employment. No question on this application is used for the purpose of limited or excluding any applicant from consideration for employment on a basis prohibited by state or federal law. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the company.

Applicant name:	Date:
Position applied for:	Telephone:
Address:	Email:
Type of employment desired: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	
Date available for work:	
How were you referred to us?	

Can you submit proof of legal employment authorization and identity?	Yes	No
Are you 18 years of age or older?	Yes	No
Are you able to meet attendance requirements?	Yes	No
Do you have any objection to working overtime if necessary?	Yes	No
Have you ever been convicted of any criminal offense (misdemeanor or felony)?	Yes	No
If yes, list year, charge, and outcome of each offense (a conviction will not automatically bar employment):		
Have you ever had your driver's license suspended, been convicted of reckless driving, or charged with DWI or DUI?	Yes	No
If yes, list year, charge, and outcome of each incident.		

Employment History

Please provide all prior employment information for the past ten years, starting with the most recent. Account for all time periods, including unemployment, self-employment, and U.S. military service, and temporary jobs.

Employer:	Position(s):
Address:	Telephone:
Dates employed: from _____ to _____	Salary:
Immediate supervisor and title:	
Job summary:	
Reason for leaving:	
Employer:	Position(s):
Address:	Telephone:
Dates employed: from _____ to _____	Salary:
Immediate supervisor and title:	
Job summary:	
Reason for leaving:	
Employer:	Position(s):
Address:	Telephone:
Dates employed: from _____ to _____	Salary:
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Reason for leaving:	
Employer:	Position(s):
Address:	Telephone:
Dates employed: from _____ to _____	Salary:
Immediate supervisor and title:	
Job summary:	
Reason for leaving:	

Educational History

List school names and location, years completed, course of study, and any degrees earned.

High school:	College:
Other:	

Computer Skills

Typing: <input type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced	PC Skills: <input type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced
MS Office: <input type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced	Database: <input type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced

Other Skills/Qualifications

Summarize any job-related training, military experience, skills, licenses, certificates, and/or other qualifications.

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Professional References:

List three work-related reference names, phone numbers, and reason/years known (do not include friends/relatives).

1.
2.
3.

I hereby authorize BERRY OIL to contact, obtain, and verify the accuracy of information contained in this application from all previous employers, educational institutions, and references. I also hereby release from liability BERRY OIL and its representatives for obtaining and using such information to make employment decisions and all other persons or organizations for providing such information.

If I am employed, I acknowledge that there is no specified length of employment, and that this application does not constitute an agreement or contract for employment. Accordingly, either BERRY OIL or I can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law. I understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

I understand that any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered. I represent and warrant that I have read and fully understand the foregoing, and that I seek employment under these conditions.

Applicant Signature:	Date:
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