Employment Application

Redwood Oil Company

Applicant Information

Full Name: _____ Date: _____
Last   *First*   *M.I.*

Address: _____
Street Address   *Apartment/Unit #*

_____
City   *State*   *ZIP Code*

Phone: **(_____)** _____ E-mail Address: _____

Date Available: _____ Desired Salary: **$** _____

Position Applied for: _____

	YES	NO	
If hired, can you provide proof of your legal right to work in the United States?	☐	☐	
Have you ever worked for this company?	☐	☐	If so, when? _____
Does anyone related to you work for Redwood Oil Company?	☐	☐	If so, whom? _____
Have you been convicted of a felony during the last seven years?	☐	☐	Note: A conviction will not necessarily disqualify you from the position for which you are applying.

If yes, explain: _____

Education

High School: _____ Location _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

College: _____ Location _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

Other: _____ Location _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

Previous Employment

Please list, in order, ALL employment for the past seven years, and beginning with your most recent employment. Attach additional sheets if necessary. Complete even if resume is submitted. Explain all lapses in employment.

1.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 ☐ NO ☐

2.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 ☐ NO ☐

3.Company _____ Phone: **(_____)** _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: **$** _____ Ending Salary: **$** _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

	YES	NO
May we contact your previous supervisor for a reference? ☐ ☐

4.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 ☐ NO ☐

5.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 ☐ NO ☐

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

I hereby affirm that the information on this application (and accompanying resume, if any) is true and complete to the best of my knowledge and agree that falsified or significant omissions may disqualify me from further consideration for employment and may be considered justification for dismissal if discovered at a later date.

I authorize persons, schools, current employer (if applicable) and previous employers and organizations named in this application (and accompanying resume, if any) to provide Redwood Oil Company with any relevant information that may be required to arrive at an employment decision.

I authorize Redwood Oil Company to thoroughly investigate my references, work record, education, and other matters related to my suitability for employment and, further, authorize the references/former employers I have listed to disclose to the company any and all letters, reports, and other information related to my work records.

If I am offered employment at any time by Redwood Oil Company and choose to accept that offer, I understand and agree that any employment relations I have with Redwood Oil Company is "at will". That means that either Redwood Oil Company or I can terminate that employment at any time, with or without cause and with or without notice regardless of the duration of my employment. I also understand that nothing that I may have received while employed at Redwood Oil Company can change the "at will" relationship because only the owners are authorized to change this term of employment and that any change must be in writing.

I hereby agree to abide by all the rules and policies of the company, and realize that failure to do so may lead to disciplinary action, up to and including termination.

Signature: _____ Date: _____

Send signed application to: Redwood Oil Company Attn. HR   50 Professional Center Drive, Suite 100 Rohnert Park CA 94928
Or fax it to 707 584 7078