

North Shore Oil Company, Inc

2634 State Rt. 49
West Monroe, NY 13167

APPLICATION FOR EMPLOYMENT

Please TYPE or PRINT clearly. This application must be completed and signed personally by the applicant. Each question must be answered in full. If answer is NO or NONE, indicate same. We appreciate your interest in our organization.

This organization is an Equal Opportunity Employer. We consider all applications for all positions without regard to race, color, religion, gender, national origin, age, physical or mental disability, marital status, veteran status, or any other legally protected status or class. Applicants requiring a reasonable accommodation to participate in the application and/or interviewing process are encouraged to contact the Human Resources Department.

PERSONAL:

NAME: Last First Middle Initial

PERMANENT ADDRESS:

City State Zip ()
Telephone Number

1. Are you eighteen (18) years of age or older? yes no
2. Are you employed now? yes no
If so, may we inquire of your present employer? yes no
3. Position applied for: _____ Salary Desired \$ _____/wk
4. Other position(s) qualified for:

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5. Are you legally eligible for employment in the United States? yes no
 6. Check shift(s) you can work: Full Time Part Time Day Evening Night
 7. Special Licenses or Certifications

Expiration Date _____

8. Have you been convicted of and/or plead guilty to a felony or misdemeanor? yes no
If yes, please list the specific nature and details of the crime(s), date(s), court location, sentencing information, and disposition of sentence on the attached sheet of paper. (Please note: a conviction record will not necessarily be a bar to employment) If your file has been sealed due to the Criminal procedure Law and you have no other convictions answer NO.
9. Have you ever been employed by this company? yes no

EMPLOYMENT HISTORY (List most recent first)

Name of Company	Address	Phone
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Dates of Employment: From _____ To _____

Salary Start: \$ _____ per _____ Last: \$ _____ per _____

Type of Business: _____

Your Position/Title _____

Supervisor _____

Reason for Leaving _____

Briefly Describe Your Duties and Responsibilities: _____

Name of Company	Address	Phone
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Dates of Employment: From _____ To _____

Salary Start: \$ _____ per _____ Last: \$ _____ per _____

Type of Business: _____

Your Position/Title _____

Supervisor _____

Reason for Leaving _____

Briefly Describe Your Duties and Responsibilities: _____

Name of Company	Address	Phone
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Dates of Employment: From _____ To _____

Salary Start: \$ _____ per _____ Last: \$ _____ per _____

Type of Business: _____

Your Position/Title _____

Supervisor _____

Reason for Leaving _____

Briefly Describe Your Duties and Responsibilities: _____

Explain and give details of any period(s) in which you were unemployed for more than 30 days: (Use

additional sheet)

BUSINESS REFERENCES: (Other than relatives or former supervisors) (List Three)

Name	Complete Address	Phone	Occupation	Years Known
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I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that any misrepresentation is cause for voiding this application or termination of employment, if hired. I authorize investigation of any information provided on this application form. I also authorize investigation of my employment record and references, and release all parties from all liability for any damage that may result from furnishing same to you. After a conditional offer of employment, ***I understand that a pre-employment medical examination and drug screen must be passed to the company's satisfaction before starting work.*** I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages or salary, be terminated at any time without any prior notice.

Date _____ Signature of Applicant _____

Additional information regarding question #8, Conviction Record. If you answered yes and have been convicted of a felony or misdemeanor in the past seven (7) years, please provide additional information such as the date of the offense, the seriousness and nature of the offense, and rehabilitation completed.

Applicant Signature: _____

Date: _____

(Please note: The company reserves the right to reject individuals for employment regarding job-related convictions. A conviction record will not necessarily be a bar to employment. Factors that will be taken into account include the nature of the conviction as it relates to the job applied for, the amount of time that has elapsed since the conviction and/or completion of sentence, and the seriousness of the offense.)

