



Environmental Management

Post Office Box 700
Guthrie, Oklahoma 73044
405-282-8510

Application for Employment

(Application must be completed even if a résumé is presented)

An Equal Opportunity Employer

Section I. Personal Information

Name: _____
(Last) (First) (Middle) Social Security #

Present Address: _____
Street Address

City/State/Zip Telephone #

Number of years you have been a resident at this address? _____ (If less than 3 years, please list previous address.)

Previous Address: _____
Street Address

City/State/Zip Telephone #

Position or type of employment desired: _____

Available for: ___ Full-time or ___ Part-time Employment Date you will be available _____

Are you legally eligible for employment in this country? Yes No

Have you ever been arrested for anything other than a speeding ticket? Yes No

If "Yes", please give a brief description of the incident(s) including dates: _____

Do you understand that most positions at Environmental Management require a Class A Commercial Driver's License with a Hazardous Materials Endorsement? Yes No

Do you understand that all positions at Environmental Management require a background security check and your employment depends on successful clearance? Yes No

Do you understand that Environmental Management maintains a drug-free workforce and you will be subject to pre-employment, random, and reasonable suspicion drug and alcohol testing? Yes No

Do you understand that you could be subject to "call back" to work after hours? Yes No

Do you understand that you could be required to travel at times? Yes No

Acceptance of a position with Environmental Management means you agree to the above mentioned requirements.

Section II. Military Service

Have you ever served in the United States Military? Yes No (If "No" skip to Section III)

If "Yes" which branch of the service? _____ Are you still Active? Yes No

State your military training and duties: _____

Dates of service: From _____ to _____

What type of discharge did you receive? _____

Date of Discharge: _____

Section III. Education

School (Include City/State)	# of Years Completed	Level of Completion	Course of Study
High School			
College			
Technical/Vocational			
Other			

Please list any special training or skills you have	

Section IV. Employment History

(Give your past employment record as completely as possible beginning with your most recent employer (include school and/or military).)

Employer: _____ **Phone:** _____

Supervisor: _____ **Title:** _____

Address: _____ **City/State/Zip:** _____

Start Date: _____ **End Date:** _____ **Salary:** _____

Give a brief description of your duties: _____

Reason for Leaving: _____

Employer: _____ Phone: _____

Supervisor: _____ Title: _____

Address: _____ City/State/Zip: _____

Start Date: _____ End Date: _____ Salary: _____

Give a brief description of your duties: _____

Reason for Leaving: _____

Employer: _____ Phone: _____

Supervisor: _____ Title: _____

Address: _____ City/State/Zip: _____

Start Date: _____ End Date: _____ Salary: _____

Give a brief description of your duties: _____

Reason for Leaving: _____

Employer: _____ Phone: _____

Supervisor: _____ Title: _____

Address: _____ City/State/Zip: _____

Start Date: _____ End Date: _____ Salary: _____

Give a brief description of your duties: _____

Reason for Leaving: _____

Section V. References

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Section VI. Applicant Statement

I certify that all information I have provided in order to apply for and secure work with Environmental Management is true, complete and correct.

I expressly authorize, without reservation, Environmental Management, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employees, public agencies, licensing authorities and educational institutions, and to otherwise verify the accuracy of all information provided by me in this application, résumé or job interview. I hereby waive any and all rights and claims that I have regarding Environmental Management, its agents, employees or representatives, for seeking, gathering and using such information in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that Environmental Management does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law.

I understand that this application remains current for 120 days. At the conclusion of that time, if I have not heard from Environmental Management and still wish to be considered for employment, it will be necessary to reapply and fill out a new application.

I understand that I may be required to submit to a pre-employment physical examination to determine my physical ability to perform my job, and that my employment will be contingent upon the results of the examination, including a drug screening analysis for substance abuse.

If applicable, I understand that my employment or termination will be contingent upon having and maintaining a Class A Commercial Driver’s License with a Hazardous Materials Endorsement and receiving successful clearance from a background security check.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and Environmental Management reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by Environmental Management’s president.

I also understand that if I am employed by Environmental Management I may be required to take training courses in accordance with 29 CFR 1910.200, if I can not provide evidence of prior successful completion. The cost of this training is valued at \$650.00. If, during the first six months of my employment, I resign or am terminated, I may be required to reimburse the company the total cost of the training. Said reimbursement may be deducted from any monies due me by Environmental Management.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (1) cancel further consideration of this application, or (2) immediately discharge me from Environmental Management’s services, whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant: _____ Date: _____

Please submit a copy of your current Driver’s License along with this application.