



EMPLOYMENT APPLICATION

PLEASE PRINT

NOTE: If you need help filling out this application form or with any phase of the employment process, please notify the person who gave you this form and every effort will be made to accommodate your needs in a reasonable amount of time.

LAST	FIRST	MIDDLE	TELEPHONE	TODAY'S DATE	
PRESENT ADDRESS	CITY	STATE	ZIP	ALTERNATE TELEPHONE	DATE AVAILABLE
POSITION APPLIED FOR			REFERRED BY	PAY EXPECTED	

Are you over 18? Yes No

Can you perform the function of the job for which you have applied, with or without reasonable accommodation? Yes No

EDUCATION

SCHOOLS ATTENDED	SCHOOL NAME	ADDRESS	LAST GRADE COMPLETED	FIELD OF STUDY MAJOR/MINOR	DEGREE EARNED
HIGH SCHOOL					
VOCATIONAL SCHOOL					
COLLEGE					
ADDITIONAL TRAINING					

EMPLOYMENT HISTORY List all employment of one month or more during the last ten years, beginning with current or most recent.

NAME OF FIRM	ADDRESS/TELEPHONE	FROM-TO MO/YR	POSITION HELD & SUPERVISOR	FINAL PAY	REASON FOR LEAVING

Are you willing to have your present employer contacted regarding your qualifications? Yes No

It is the policy of the company to hire only United States citizens and aliens lawfully authorized to work in the United States.

Are you able to work in the U.S. for any employer? Yes No

* We Support a Drug-Free Work Environment *

Employment Application (continued)

HAVE YOU BEEN CONVICTED OF A CRIME? Yes IF YES, WHERE AND WHEN AND DESCRIBE OFFENSE:
 WITHIN THE LAST 10 YEARS? No

(SUCH CONVICTION WILL NOT NECESSARILY BAR APPLICANT FROM EMPLOYMENT)

PROFESSIONAL REFERENCES (SUPERVISORS) No friends or relatives please.

NAME	ADDRESS/TELEPHONE	YEARS & NATURE OF ACQUAINTANCE

ADDITIONAL INFORMATION If the position for which you are applying requires any of the following skills, please complete the sections.

ADDING MACHINE/CALCULATOR	DATA ENTRY
PERSONAL COMPUTER (i.e., SPREADSHEETS, WORD PROCESSING)	
PLEASE LIST ANY OTHER SPECIAL TRAINING OR SKILLS YOU WOULD LIKE US TO CONSIDER IN REVIEWING THIS APPLICATION:	
IF JOB APPLIED FOR IS SKILLED OR CRAFT OR BOTH, LIST SKILL AND THE NUMBER OF YEARS OF FULL-TIME EXPERIENCE.	
1. _____ skill _____ years 2. _____ skill _____ years 3. _____ skill _____ years	
PLEASE LIST ANY PROFESSIONAL LICENSES, DESIGNATIONS, CERTIFICATIONS, AND/OR MEMBERSHIPS THAT YOU POSSESS: *	

* Please eliminate any organizations that indicate race, religion, national origin, age, sex, veteran status, or disability.

PLEASE READ CAREFULLY BEFORE SIGNING

Thank you for your interest in employment with Diamond Petroleum Ventures, LLC. Diamond Petroleum Ventures, LLC is an equal opportunity employer, and selects the best matched individual for each position based upon job-related qualifications, regardless of race, religion, national origin, age, sex, veteran status, disability or other protected status under state, federal or local Equal Employment Opportunity Laws.

I certify that any information given during the course of applying for a position at Diamond Petroleum Ventures, LLC is true and complete. I authorize Diamond Petroleum Ventures, LLC to thoroughly investigate my entire former employment history and other references and to verify all data given in my application for employment, related papers or oral interviews. I understand that any material misrepresentation or deliberate omission of a fact in my application may be justification for termination if hired. I release Diamond Petroleum Ventures, LLC, all affiliated entities and all informants of all liability whatsoever resulting from such investigations.

Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment, authorization and identity (valid driver's license, green card, etc.) within three (3) days of being hired. Failure to submit such proof within the required time shall result in immediate employment termination.

I understand that any falsification, deliberate omission or misrepresentation of facts upon this application will be considered just cause for dismissal at the discretion of the company should I become an employee of Diamond Petroleum Ventures, LLC

In consideration of my employment, I agree to conform to the rules and regulations of Diamond Petroleum Ventures, LLC and my employment and compensation are "at-will" in that I agree that I can be terminated with or without cause, and with or without notice, at any time, at the option of either Diamond Petroleum Ventures, LLC or myself. I also understand that Diamond Petroleum Ventures, LLC does not intend to create an implied contract between the Company and its employees through the development and dissemination of Company policies, procedures, handbooks or other literature.

I have read and understand the above.

Signature: _____

Date: _____