

Inter City Oil Application for Employment

Human Resource Department, Inter City Oil Co Inc, PO Box 3048, Duluth MN 55803-3048 (218-728-3641)



* COMPLETE ENTIRE APPLICATION - INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED

Inter City Oil Co Inc is an equal opportunity employer.

ICO does not discriminate on the basis of race, color, creed, religion, national origin, gender, marital status, status with regard to public assistance, veteran's status, disability, sexual orientation, age or any other class protected by law.

Acceptance of this application does not imply that there are any positions available.

PLEASE PRINT OR TYPE

NAME _____

LAST NAME

FIRST

MIDDLE INITIAL

ADDRESS _____ CITY _____ STATE _____ ZIP _____

PHONE NUMBER/Area Code (DAY) _____ (EVENING) _____ (OTHER) _____

SOCIAL SECURITY NUMBER _____

HAVE YOU EVER WORKED FOR INTER CITY OIL (ICO) BEFORE? () YES () NO

IF YES, WHAT POSITION, WHAT LOCATION AND WHEN? _____



PERSONAL REFERENCES

Name _____ Daytime Phone _____

Name _____ Daytime Phone _____

Name _____ Daytime Phone _____

PROFESSIONAL REFERENCES (No relatives or friends, please)

Name _____ Phone _____ Business _____

Name _____ Phone _____ Business _____

Name _____ Phone _____ Business _____

I authorize ICO, when considering my application to contact my current and previous employers, my professional and personal references and to run a criminal background check.

To the best of my knowledge, the information included in this application is true and correct.

I understand that misrepresentation, falsification or omission of facts in connection with my application is sufficient cause, in and of itself, for discharge from employment or disqualification from consideration of employment whenever discovered.

Applicant's Signature _____ Date _____

ICO retains the right to terminate its employees at any time for any reason not prohibited by law.

ARE YOU 18 YEARS OF AGE OR OLDER? () YES () NO

ARE YOU LEGALLY ELIGIBLE FOR EMPLOYMENT IN THE UNITED STATES? () YES () NO
Verification will be required, if hired

HAVE YOU EVER BEEN DISCHARGED/FIRED BY AN EMPLOYER? () YES () NO

IF "YES" PLEASE EXPLAIN _____

STATE AND FEDERAL LAW MANDATES THAT AN EMPLOYEE MUST BE ABLE TO RESPOND IMMEDIATELY
TO A SPILL OR FIRE RELATING TO PETROLEUM.

DO YOU HAVE ANY RESTRICTIONS WHICH WOULD PREVENT YOU FROM MEETING THIS CRITERIA? () YES () NO

PLEASE EXPLAIN "YES" RESPONSES _____

****ICO conducts criminal background checks.***

EDUCATIONAL BACKGROUND INFORMATION

NAME OF HIGH SCHOOL _____ DID YOU GRADUATE? () YES () NO () STILL ATTEND

DO YOU HAVE A "GED"? () YES () NO

NAME OF COLLEGE _____ DID YOU GRADUATE? () YES () NO () STILL ATTEND

NAME OF VOCATIONAL SCHOOL _____ DID YOU GRADUATE? () YES () NO () STILL ATTEND

ADDITIONAL TRAINING/EDUCATION _____

IF, YOU ARE NOT A STUDENT, YOU MUST HAVE A MINIMUM OF A HIGH SCHOOL DIPLOMA OR GED TO BE CONSIDERED FOR EMPLOYMENT

ICO POSITION APPLYING FOR: _____

PLEASE LIST YOUR SKILLS RELATED TO THIS POSITION: _____

EMPLOYMENT HISTORY - PLEASE LIST MOST RECENT FIRST

EMPLOYER _____ WORK PERFORMED _____
ADDRESS _____
PHONE NUMBER _____ SUPERVISOR _____
FROM _____ TO _____ REASON FOR LEAVING _____

EMPLOYER _____ WORK PERFORMED _____
ADDRESS _____
PHONE _____ SUPERVISOR _____
FROM _____ TO _____ REASON FOR LEAVING _____

EMPLOYER _____ WORK PERFORMED _____
ADDRESS _____
PHONE NUMBER _____ SUPERVISOR _____
FROM _____ TO _____ REASON FOR LEAVING _____

If, this is your first job, please list below, your school and community activities: