

MEWBOURNE OIL COMPANY

APPLICATION for EMPLOYMENT

EQUAL OPPORTUNITY EMPLOYER

It is the policy of Mewbourne Oil Company to provide equal opportunity without regard to race, religion, color, national origin, sex, age, disability or any other legally protected status. This policy applies to all areas of employment including recruitment, placement, training, transfer, promotion, lay-off, termination, pay and other forms of compensation and benefits.

Date

Position Desired

Middle

First

Last

Name

Full name _____ Social Security No. _____
Last First Middle

Present address _____ Phone _____

Permanent address _____ Phone _____

List relatives employed by Mewbourne Oil Co. _____

Have you ever been convicted of, pled guilty or nolo contendere to, or had deferred adjudication for a felony or other crime? (If yes, please explain.) _____

If you are not a U.S. citizen, are you authorized to work in the U.S.? _____

Are you 18 years of age or older? Yes No

Source of referral to Mewbourne Oil Co. _____

Outside interests (Hobbies, Sports, Activities, Etc.) _____

List computer software and other business equipment skills: _____

Valid Drivers License Yes No If yes, State _____ No. _____

PERSONAL

Name and Location	Graduated? Degree	Major/Minor	Rank in Class	Grade Point Average
High School				
College(s)				
Graduate School				
Technical or Business School				

EDUCATION

Scholastic honors, scholarships, assistantships, etc. _____

Extra-curricular activities _____

Thesis topic(s) _____

Professional or service organizations _____

Position desired: First choice _____ Second choice _____

Date available _____ Desired salary _____ Geographical preference _____

What are your career objectives? _____

List your employment history, including up to three employers, starting first with your present or most recent employer. In addition to the information listed below, a resume or personal data sheet covering all employment and further explanation of your responsibilities, accomplishments or contributions would be helpful.

1. EMPLOYER _____ LOCATION _____

Present/last position _____ Term. date _____ Salary _____/mo

Starting position _____ Start date _____ Salary _____/mo

Describe duties and accomplishments _____

Present/last supervisor's name and title _____

May we contact your present supervisor? _____ Telephone number _____

Reason for leaving or desiring change _____

2. EMPLOYER _____ LOCATION _____

Last position _____ Term. date _____ Salary _____/mo

Starting position _____ Start date _____ Salary _____/mo

Describe duties and accomplishments _____

Supervisor's name and title _____ Telephone number _____

Reason for leaving _____

3. EMPLOYER _____ LOCATION _____

Last position _____ Term. date _____ Salary _____/mo

Starting position _____ Start date _____ Salary _____/mo

Describe duties and accomplishments _____

Supervisor's name and title _____ Telephone number _____

Reason for leaving _____

U.S. MILITARY

Branch _____ Date entered _____ Expiration of active duty _____

Entry Rank _____ Final Rank _____

Major responsibilities _____

Reserve or National Guard status _____

EMPLOYMENT OR EDUCATIONAL-RELATED REFERENCES PREFERRED

REFERENCES

Name and Title	Company and Address	Phone
1. _____	_____	Work Home
2. _____	_____	Work Home
3. _____	_____	Work Home
4. _____	_____	Work Home

Please provide any additional information such as special skills, training, professional certifications, civic and community activities which will be helpful in our evaluating your candidacy for a position with our Company.

ADDITIONAL INFORMATION

APPLICANT'S CERTIFICATION

I certify that the facts and information set forth in this application are true and complete to the best of my knowledge. I understand that any falsification, misrepresentation, or omission of facts on this application (or on any required documents) will be cause for denial of employment or immediate termination of employment, regardless of when or how discovered.

I authorize the investigation by Mewbourne Oil Company (hereinafter called the Company) of all statements contained in this application and release from all liability any persons or employers supplying such information and I also release the Company from all liability that might result from making the investigation.

I agree, if I am offered and accept a position, to conform to all existing and future Company rules and regulations and I understand that the Company reserves the right to change wages, hours and working conditions as deemed necessary. **I ALSO UNDERSTAND THAT, IF HIRED, MY EMPLOYMENT WILL BE AT-WILL, MEANING THAT EITHER PARTY CAN END THE EMPLOYMENT RELATIONSHIP AT ANY TIME AND FOR ANY REASON, and that my at-will status can only be altered by an express written agreement signed by myself and an officer of the Company.**

I understand that any employment offer is contingent upon my providing, within three (3) working days of employment, valid proof of identity and eligibility to work in order to comply with the Immigration Reform and Control Act of 1986.

I have read and reviewed the information provided in this application and the above statements. By signing this application for employment I certify that I understand all parts of it and have answered all questions completely and fully.

APPLICATIONS WILL REMAIN ACTIVE FOR 60 DAYS.

Date _____ Signature _____