

NON-DOT EMPLOYMENT APPLICATION

Applicant Information

Full Name:

Date of Birth:

Last

First

M.I

Address:

Street

Apt/Unit

City

State

Zip Code

Phone:

Email:

SSN:

Driver's License Number:

State Issued:

Expiration:

Date Available:

Desired Salary: \$

Position Applied for:

Are you authorized to work in the United States Yes No

Have you ever worked for this company? Yes No

Have you ever been convicted of a felony? Yes No

If yes, when:

If yes, when:

Education

High School:

Address:

Graduate: Yes No

City/State

College:

Address:

Graduate: Yes No

City/State

Other:

Address:

Graduate: Yes No

City/State

References

**Please list 3 professional references*

Name:

Relationship:

Phone:

Name:

Relationship:

Phone:

Name:

Relationship:

Phone:

Referral

How did you hear about us? Indeed Social Media Trucks Employee Sign

Were you referred by a current employee? Yes No If yes, name:

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Previous Employment

Company: _____ Start Date: _____ End Date: _____

Address: _____ Phone: _____ Starting Pay: \$ _____ Ending Pay: \$ _____

City/State

Responsibilities:

May we contact your previous employer? Yes No If no, why?

Company: _____ Start Date: _____ End Date: _____

Address: _____ Phone: _____ Starting Pay: \$ _____ Ending Pay: \$ _____

City/State

Responsibilities:

May we contact your previous employer? Yes No If no, why?

Company: _____ Start Date: _____ End Date: _____

Address: _____ Phone: _____ Starting Pay: \$ _____ Ending Pay: \$ _____

City/State

Responsibilities:

May we contact your previous employer? Yes No If no, why?

Military Service

Branch: _____ Start Date: _____ End Date: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain:

Disclaimer

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release from employment.

Signature: _____

Date: _____

DAKOTA

Utility Contractors, Llc.
DIRECTIONAL DRILLING

2501 S Oak Grove Rd
Ennis, TX 75119
972-875-6344

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Conviction Form

Please print clearly, If you do not have any convictions to report, complete the top portion of this form and check here

Applicant Name: _____

Date of Birth: _____

Primary Phone: _____

SSN: _____

Date of Arrest: _____

Date of Conviction: _____

Location: _____

County

State

Charges: _____

Sentence: _____

Time Served: _____

Date on Probation/Parole: _____

Any other arrests or convictions? Yes

No

Any other names used? (maiden, married, etc.) Yes

No

Any charges pending now? Yes

No

Please describe what happened:

Print Name: _____

Signature: _____

Date: _____

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Voluntary Self-Identification

Dakota Utility Contractors, Inc.. is an equal opportunity employer and does not discriminate on the basis of race, color, sex, age, religion, ancestry, national origin, sexual orientation, disability, or status as disabled or a Vietnam era veteran.

The Equal Employment Opportunity Commission (EEOC) requires organizations with 100 or more employees to complete an EEO-1 Report each year. Completion of this data is voluntary and will not affect your opportunity for employment or terms or conditions of employment. This form will be used for EEO-1 reporting purposes only and will be kept separate from all other personnel records; only accessed by Human Resources.

I **DECLINE** to Self-Identify

Gender: Male Female

RACE/ETHNICITY - Please check one of the descriptions below corresponding to the ethnic group with which you identify.

- Hispanic or Latino-** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.
- White** {*Not Hispanic or Latino* } A person having origins in any of the original peoples of Europe, the Middle East or North Africa.
- Black or African American** (*Not Hispanic or Latino*) A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander** (*Not Hispanic or Latino*) A person having origins in any of the peoples of Hawaii, Guam, Samoa or other Pacific Islands.
- Asian** (*Not Hispanic or Latino*) A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.
- American Indian or Alaska Native** (*Not Hispanic or Latino*) A person having origins in any of the original peoples of North and South America (including Central America) and who maintain tribal affiliation or community attachment.
- Two or More Races** (Not Hispanic or Latino) All persons who identify with more than one of the above five races.

Veteran Status

Are you a Military Verteran? Yes No Branch: _____

Disabled Vietnam Era Veteran Vietnam Era Veteran Other Eligible Veteran

Persons With Disabilities

The following are examples of some, but not a!!, disabilities which may be included: AIDS, asthma, arthritis, color or visual blindness, cancer, cerebral palsy, deafness or hearing impairment, diabetes, epilepsy, HIV, heart disease, hypertension, learning disabilities, mental or emotional illness, multiple sclerosis, muscular dystrophy, orthopedic, speech or visual impairments, or any other physical or mental impairment which substantially limits one or more of your major life activities.

Are you disabled? Yes No

Signature: _____

Date: _____

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Acknowledgement and Authorization for Background Check

I acknowledge receipt of the separate document entitled **DISCLOSURE REGARDING BACKGROUND INVESTIGATION** and **A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT** and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" by _____ at any time after receipt of this authorization and throughout my employment, if applicable. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by Verified First, 1550 South Tech Lane, Suite 200, Meridian, Idaho 83642; Tel.# 1-888-670-9564; www.VerifiedFirst.com and/or Employer. I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.

New York applicants only: Upon request, you will be informed whether or not a consumer report was requested by the Employer, and if such report was requested, informed of the name and address of the consumer reporting agency that furnished the report. You have the right to inspect and receive a copy of any investigative consumer report requested by the Employer by contacting the consumer reporting agency identified above directly. By signing below, you acknowledge receipt of Article 23-A of the New York Correction Law.

New York City applicants only: You acknowledge and authorize the Employer to provide any notices required by federal, state or local law to you at the address(es) and/or email address(es) you provided to the Employer.

Washington State applicants only: You also have the right to request from the consumer reporting agency a written summary of your rights and remedies under the Washington Fair Credit Reporting Act.

Minnesota and Oklahoma applicants only: Please check this box if you would like to receive a copy of a consumer report if one is obtained by the Employer.

DISCLOSURE REGARDING BACKGROUND INVESTIGATION

Dakota Utility Contractors may obtain information about you from a third party consumer reporting agency for employment purposes. Thus, you may be the subject of a "consumer report" which may include information about your character, general reputation, personal characteristics, and/or mode of living. These reports may contain information regarding your criminal history, social security verification, motor vehicle records ("driving records"), verification of your education or employment history, or other background checks.

An "investigative consumer report" is a background report that includes information from personal interviews (except in California, where that term includes background reports with or without information obtained from personal interviews). The most common form of an investigative consumer report in connection with your employment is a reference check through personal interviews with sources such as your former employers and associates, and other information sources. The investigative consumer report may contain information concerning your character, general reputation, personal characteristics or mode of living.

You have the right, upon written request made within a reasonable time, to request whether a consumer report has been run about you and to request a copy of your report. These searches will be conducted by **Verified First**, 1550 South Tech Lane, Suite 200, Meridian, Idaho 83642; Tel.# 888.670.9564; www.verifiedfirst.com. The Scope of this disclosure allows the company to obtain consumer reports now and throughout the course of your employment for an employment purpose to the extent permitted by law.

Signature: _____

Date: _____

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Employment Acknowledgement

In as much as an employee can terminate his/ her employment with a company at any time and for any reason and a company can terminate an employee at any time and for any reason, our Company subscribes to the policy "employment at will". Continued employment with the Company is the sole and exclusive option of the Company Management.

Regular employment for a specific term cannot be guaranteed or promised. No guarantee of permanent employment or agreements to specific term employment will be made to any potential employee, or employee of the Company by anyone, nor will such promises or guarantee, if made, be recognized or adhered to by the Company or deemed enforceable by the employee. Although the Company, in some instances, may enter into a

- 1.) I fully understand that, if qualified and employed by or through the Company, any misrepresentation or false statement on this application that may be revealed at a later date shall be considered cause for disqualification or termination of employment.
- 2.) I understand that completion and submission of this application in no way guarantees the applicant of any employment position with or through the Company.

I hereby authorize the company to obtain the consumer reports outlined in the above statement(s) from the following sources:

- *Verified First (Including Criminal Record Search If Necessary)*
- *All Previous Employers {Including Drug & Alcohol Testing Results}*
- *Any State MVR Agency {Including CDUS Inquiry Social Security Numbers Check}*

Print Name: _____

Signature: _____

Date: _____