



Application for Employment

Hy-Tech Petroleum Maintenance, Inc.
3301 SR 574 West - P. O. Box 3515 - Plant City, FL 33563
Ph. (813) 752-3190, Fx. (813) 752-3249
www.hytechpetroleum.com

Hy-Tech Petroleum Maintenance, Inc. is an equal opportunity employer. No one shall be denied employment due to race, age, sex or religion. Please inform us of any accommodation needed to participate in this application process.

HY-TECH PETROLEUM MAINTENANCE, INC. IS A DRUG FREE WORK PLACE.
Drug users need not apply.

Personal Information:

NAME:

 Last First Middle

PRESENT ADDRESS:

 Street City State Zip

TELEPHONE NUMBER(S): ()

DRIVERS LICENSE?: YES NO DRIVERS LICENSE NO. CLASS:

IN CASE OF
 AN EMERGENCY
 NOTIFY:

RELATIONSHIP:

 Last First

CONTACT NUMBERS: () ()

SECONDARY
 EMERGENCY
 CONTACT:

RELATIONSHIP:

 Last First

CONTACT NUMBERS: () ()

Education:

	NAME AND LOCATION OF SCHOOL	NO. OF YEARS ATTENDED	DID YOU GRADUATE?	SUBJECT STUDIED
HIGH SCHOOL				
COLLEGE				
Trade, Business or Correspondence School?				

PLEASE LIST ANY AWARDS, SPECIAL INTERESTS, ACTIVITIES:

Former Employers:

DATE MONTH AND YEAR	NAME AND ADDRESS OF EMPLOYER	PHONE NO.	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

MAY WE CONTACT YOUR PRESENT AND/OR FORMER EMPLOYERS? _____

FOR WHICH POSITION WOULD YOU LIKE TO APPLY?: _____

BY WHOM WERE YOU REFERRED FOR A POSITION HERE? _____

WAGE/SALARY DESIRED: _____ DATE YOU CAN BEGIN WORK: _____

HOURS DESIRED: FULL TIME PART TIME

ARE YOU A CITIZEN OF THE UNITED STATES? YES NO

IF YOU ARE NOT A UNITED STATES CITIZEN, DO YOU HAVE PERMISSION TO LIVE AND WORK
IN THE UNITED STATES? YES NO

WOULD YOU BE WILLING TO UNDERGO A DRUG SCREENING? _____

HAVE YOU EVER BEEN CONVICTED OF A FELONY? IF SO, EXPLAIN _____

Conviction of a crime will not necessarily be a bar to employment. Factors such as age and time of the offense, seriousness and nature of violation, and rehabilitation will be taken into account.

Personal References:

Please provide information of persons, other than family, willing to provide a personal reference of character.

NAME	ADDRESS	PHONE	YEARS AQCUAINTED?
1.			
2.			
3.			

In consideration of my employment, I agree to conform to the rules and regulations of Hy-Tech Petroleum Maintenance, Inc. (“the Company”), and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time at the option of either the Company or me. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice, at any time by the company. I understand that no representative of the Company, other than the Company’s President has any authority to enter into any contract or agreement contrary to the foregoing.

I certify that I have read and understood the foregoing paragraph. I further certify that all the information submitted by me on this application is true and complete, and I understand that any false information, omission, or misrepresentation of fact called for in this application may be cause for the denial of my application or, if I am employed, I may be discharged at any time. I also understand that proof of identity and eligibility for employment, in accordance with the requirements of the law, will be required upon date and time of hire.

I understand that, as part of this employment, tests may be performed to detect the presence, if any, of drugs and/or alcohol in my system. I understand that a “positive” result will lead to discipline up to and including discharge. I also agree if I am involved in an accident during working hours, I will submit to a drug/alcohol test as selected by the Company. I understand that positive results of this test can affect my eligibility for workers’ compensation benefits.

I specifically authorize any physician, medical practitioner or health care facility to release the results of any drug/alcohol test to the Company or its legal representative.

I hereby acknowledge by my signature below, that I have been informed that as an employee of Hy-Tech Petroleum Maintenance, Inc. I agree to comply with any drug testing policy, which the Company may adopt, and I specifically agree to post accident drug testing. In addition, I also agree that if at any time during my employment, I am subjected to any type of discrimination, including discrimination because of race, sex, age, religion, color, national origin, disability, or marital status, or if I am subjected to any type of harassment, including sexual harassment, I will immediately contact the Company’s Human Resources Department for assistance in the resolution of such matters.

Employee Signature: _____ Date: _____

FOR OFFICE USE ONLY. DO NOT WRITE IN THIS SPACE.

New Hire Re-Hire Transfer
 Transfer/Re-Hire Original Date of Hire: _____

DATE OF HIRE: _____

CURRENT WORKERS COMP CODE: _____

DEPT. # (if applicable): _____

Job Description: _____

PAY RATE: \$ _____

Full Time Part Time

**PERMANENT DEDUCTIONS
 CURRENTLY ON FILE**

PAY TYPE

PAY FREQUENCY

AMOUNT	DESCRIPTION
\$	
\$	
\$	
\$	

hourly weekly
 salary bi-weekly
 commission semi monthly
 monthly