



38650 171st Street
Redfield, SD 57469
605-302-0090

Application for Employment

THIS APPLICATION IS GOOD FOR 60 DAYS.

FEDERAL LAW OBLIGATES US TO PROVIDE REASONABLE ACCOMMODATION TO THE KNOWN DISABILITIES OF APPLICANTS AND EMPLOYEES, UNLESS TO DO SO WOULD POSE AN UNDUE HARDSHIP. PLEASE FEEL FREE TO LET US KNOW IF YOU NEED AN ACCOMMODATION TO COMPLETE THE APPLICATION PROCESS OR TO PERFORM ANY ESSENTIAL ELEMENTS OF THE POSITION SOUGHT.

Applicants are considered for all positions, and employees are treated during employment, without regard to race, color, religion, sex, national origin, age, disability, or any other prohibited basis of discrimination, as provided under applicable state and federal law.

Today's Date:

Name:	_____	_____	_____
	Last	First	MI
Address:	_____	_____	_____
	Street	City	State
Daytime Phone:	_____	Evening Phone:	_____
E-mail Address:	_____		

Position Information

Position(s) Desired:	_____	Desired Salary:	_____
Willing to Work:	<input type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> Shift Work
If the position requires, are you available for overtime?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Are you willing to relocate?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Education Information

High School:	_____	Name & Location	_____
Years Completed:	_____	Graduated?	<input type="checkbox"/> Yes <input type="checkbox"/> No
College/University:	_____	Name & Location	_____
Degree Earned?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If no, years completed:	_____
Major:	_____	Minor:	_____
Graduate Studies:	_____	Name & Location	_____
Degree Earned?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If no, years completed:	_____
Describe any specialized Training or Skills which may be relevant: _____			

Special Skills or Training

<input type="checkbox"/> Typing	Wpm	
<input type="checkbox"/> Lab Experience		
<input type="checkbox"/> Grain/Agriculture Experience		
<input type="checkbox"/> Welding	Type of Welding:	_____

Mechanical Experience

Other Special Skills: _____

Computer & Software Used: _____

Employment History

Are you currently employed? Yes No

May we contact your most recent/current employer? Yes No

Complete the following section in detail, most recent employer or current employer first (include service in the Armed Forces of the United States, part time, summer employment, self employment, volunteer or temporary employment if applicable). It is not necessary to go back beyond 10 years.

Most Recent/Current Employer: _____

Address: _____ Phone Number: _____

(City, State, Zip)

Supervisor's Name: _____

Your Position: _____

Position Description: _____

Dates Employed: _____ To _____ Reason for Leaving:
Month/Yr. Month/Yr.

Starting Salary/Hourly Rate: _____ Ending Salary/Hourly Rate: _____

Previous Employer: _____

Address: _____ Phone Number: _____

(City, State, Zip)

Supervisor's Name: _____

Your Position: _____

Position Description: _____

Dates Employed: _____ To _____ Reason for Leaving:
Month/Yr. Month/Yr.

Starting Salary/Hourly Rate: _____ Ending Salary/Hourly Rate: _____

Previous Employer: _____

Address: _____ Phone Number: _____

(City, State, Zip)

Supervisor's Name: _____

Your Position: _____

Position Description: _____

Dates Employed: _____ To _____ Reason for Leaving:
Month/Yr. Month/Yr.

Starting Salary/Hourly Rate: _____ Ending Salary/Hourly Rate: _____

Previous Employer: _____

Address: _____ Phone Number: _____

(City, State, Zip)

Supervisor's Name: _____

Your Position: _____

Position Description: _____

Dates Employed: _____ To _____ Reason for Leaving:
Month/Yr. Month/Yr.

Starting Salary/Hourly Rate: _____ Ending Salary/Hourly Rate: _____

List any professional, trade, business and civic or volunteer activities and any offices held. (You may exclude memberships which would reveal gender, race, color, religion, national origin, age, disability or other protected status.):

General Information

Do you have any relatives that are currently employed by Redfield Energy including employees, Board of Directors, etc... Yes No

If Yes: With whom and what is your relationship?

If employment is offered, are you able to provide proof of the legal right to work in the U.S. after being hired? Yes No

Within the last 10 years, have you been convicted of a crime or released from prison? Yes No
(Conviction of a crime does not necessarily disqualify you from employment.)

If yes, (if the answer is yes, it does not necessarily disqualify you), explain the nature of the offense and the date:

Are you under the age of 18? Yes No

How did you hear about Redfield Energy, LLC?

Newspaper Radio Walk In Internet Other

Professional References

Please provide the names and business telephone numbers of people who are familiar with your work experience and technical competence in the field for which you are applying. We prefer professional/technical associates and/or past supervisors with whom you have worked. By providing reference information, you are giving Redfield Energy, LLC permission to contact these people.

Name: _____ Title: _____
Business Telephone: _____ Employer: _____
Professional Relationship: _____ Years Associated: _____

Name: _____ Title: _____
Business Telephone: _____ Employer: _____
Professional Relationship: _____ Years Associated: _____

Name: _____ Title: _____
Business Telephone: _____ Employer: _____
Professional Relationship: _____ Years Associated: _____

Please read the following carefully before submitting this application:

By placing my signature on this Employment Application, I verify that all of the information that I have provided on this document is true and accurate as of _____. I understand that by providing false or misleading information on this application or during the interview process I have forfeited my possible employment with RE and that I may be terminated if it is discovered after I have begun my employment that I provided false or misleading information during the application or interview process. Moreover, by signing this Employment Application I authorize RE to contact my past employers, the education institutions I attended, and/or my references to investigate my background. I further authorize RE to communicate the information contained within this Employment Application to third-parties. I also indemnify this Company against any liability that might result from making such investigation.

I UNDERSTAND THAT THIS APPLICATION IS NOT A CONTRACT OF EMPLOYMENT. I ALSO UNDERSTAND THAT IF HIRED, REGARDLESS OF ANY ORAL REPRESENTATIONS TO THE CONTRARY, THE EMPLOYMENT RELATIONSHIP BETWEEN MYSELF AND THE COMPANY IS TERMINABLE-AT-WILL SO THAT BOTH THE COMPANY AND I REMAIN FREE TO CHOOSE TO END OUR WORK RELATIONSHIP AT ANY TIME FOR ANY OR NO REASON. ANY CHANGES IN THIS EMPLOYMENT RELATIONSHIP MUST BE MADE IN WRITING. Finally, I understand that this Employment Application is the property of RE and that if I am hired a copy of this document will be retained in my personnel file.

Applicant Signature: _____

Date: _____



FAIR CREDIT REPORTING ACT WRITTEN NOTICE AND AUTHORIZATION FOR PROCUREMENT OF CONSUMER REPORT

Through this document, Redfield Energy, LLC (Company) is putting you on notice and disclosing to you that the Company may obtain a consumer report for employment purposes or as part of the pre-employment background investigation. In addition, such a consumer report may be obtained at any time during your employment.

Your signature below also authorizes the Company to procure a consumer report for employment purposes.

The consumer report may include, but is not limited to, the following types of information: motor vehicle and criminal history records.¹ Upon written request by you to the consumer reporting agency, a consumer reporting agency shall make a complete and accurate disclosure of the nature and scope of the report. The consumer reporting agency's name is as follows:

Verifications, Inc.

If hired, or already employed, this authorization shall remain on file and shall serve as an ongoing authorization for the Company to obtain consumer reports at any time during your employment, for employment purposes. Further, if hired, or already employed, your signature below authorizes the Company to supply your employment history with the Company to a consumer reporting agency.

Please sign below to signify your receipt and understanding of the above disclosure and to authorize the Company to obtain a consumer report.

Date: _____

Applicant or Employee Signature

Social Security Number

Applicant or Employee's Name (Printed)

¹ If the Company obtains other types of information, it should add that information to this list.

SOUTH DAKOTA CONSENT TO UNDERGO DRUG TESTING

(Conditional Offer of Employment)

I hereby agree, upon a request made under the Drug and Alcohol-free Workplace Program of Redfield Energy, LLC ("RE"), and in response to a *conditional offer of employment*, to submit to a drug test and to furnish a sample of my urine and/or blood for analysis. I understand and agree that if I at any time refuse to submit to a drug and/or alcohol test, or if I otherwise fail to cooperate with the testing procedures, my *conditional offer of employment* will be rescinded and I will not be employed.

I further authorize and give full permission to have RE, and/or RE's nurse or physician, send the specimen or specimens collected to a laboratory for a screening test for the presence of drugs, and for the laboratory or other testing facility to release any and all documentation relating to such test to RE and/or any governmental entity involved in any legal proceeding or investigation that may arise in connection with the test.

I will hold harmless RE, its nurse or physician, and any testing laboratory that RE might use, meaning that I will not sue or hold responsible such parties for any alleged harm to me that might result from such testing, including the rescission of my *conditional offer of employment*, or any other kind of adverse employment action that might arise as a result of a positive test. I will further hold harmless RE, its nurse or physician, and any testing laboratory RE might use for any alleged harm to me that might result from the release or use of information or documentation relating to the drug test.

I understand that a positive test may result in the immediate rescission of my conditional offer of employment and that I may, at the discretion of RE, be allowed to retake the drug test prior to the withdrawal of my offer of employment. I agree that I will pay all costs and/or expenses incurred by RE if a second drug test is administered.

DATE _____

Applicant's Name

Applicant's Signature

DATE _____

For Redfield Energy, LLC