



---

SPIRADRILL, INC.  
APPLICANT INSTRUCTIONS

---

Thank you for your interest in employment with our Company. We appreciate your application, and look forward to the possibility of you joining our team. This sheet is for your information. Please read it carefully.

If you need any assistance or accommodation to facilitate the filling out of this form or during any of the application process, please contact Sarah Schroeder by email (sarah.schroeder@spiradrill.net) and, if possible without undue hardship, we will provide reasonable accommodation(s).

Please print all information clearly so it can be easily read. Be certain that all questions are **completely** answered. Incomplete information forms will not be considered. Use the abbreviation "N/A" if a particular provision or section in the form is not applicable to you. If you need additional space, you may use the back of the form.

This application form is intended for use in evaluating your qualifications for employment. This is not a contract for employment. False or misleading information given in this form or during the interviewing process are grounds for terminating the application process or, if discovered after employment, for terminating employment. A background check and/or consumer report may be requested by the Company.

Employment decisions are made on the basis of qualifications to perform the work for which you are applying or other legitimate business factor. Qualifications include education, training, and work experience. Credentials and experience will be verified through schools, former employers, and any other applicable sources. As an Equal Opportunity Employer, we make decisions to hire and promote without regard to race, color, national origin, religion, sex (including pregnancy, sexual orientation, and gender identity or expression), age, disability, veteran status or other legally protected status.

You should understand that the position for which you are applying is considered at-will, which means that either you or the company can terminate employment for any reason or no reason at any time. No one except the company president has the authority to amend this agreement and then only if in writing and signed.

Our business is a subscriber to Workers' Compensation of Texas.

We appreciate your interest.

I have read and understood the above information.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_



**APPLICATION FOR EMPLOYMENT**

*(Please Print)*

Position Desired \_\_\_\_\_ Date \_\_\_\_\_

How did you learn about us?

- Advertisement
- Friend
- Walk-In
- Relative
- Other

Name (Last) \_\_\_\_\_ (First) \_\_\_\_\_ (Middle) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number(s) \_\_\_\_\_ Email \_\_\_\_\_

Are you over 18 years of age?  Yes  No

If you are under 18 years of age, can you provide proof of your eligibility to work?  Yes  No

Did you receive a copy of the Job Description for the position?  Yes  No

Can you, with or without reasonable accommodation, perform the duties of the job?  Yes  No

Are you subject to any agreement that could restrict your ability to perform the job? For example:  
nondisclosure, noncompetition  Yes  No and/or nonsolicitation agreements?  Yes  No

Are you currently employed?  Yes  No May we contact your present employer?  Yes  No

If offered employment, can you submit proof of your identity and legal authorization to work in the United States?  
*Proof of identity and work authorization will be required upon employment.*  Yes  No

On what date would you be available for work? \_\_\_\_\_

Are you currently on "lay-off" status and subject to recall?  Yes  No

Are you willing to travel or work overtime if a job requires it?  Yes  No

Have you ever been convicted or pled guilty or no contest to a felony offense?  Yes  No

For purposes of employment with Spiradrill, Inc., "convictions" include sentenced to confinement, paid fine, time served, placed on probation (including deferred adjudication) and court-ordered restitution.

City/State \_\_\_\_\_ Charge \_\_\_\_\_

\*Please explain: \_\_\_\_\_

*\*Conviction of a felony will not necessarily bar you from employment.*

SPECIALIZED SKILLS

Please list any skills used or learned that may be applicable to the job position for which you are applying:

---

---

---

EDUCATION

Highest grade completed in school or degree obtained? (include major) \_\_\_\_\_

Name and location of last school attended: \_\_\_\_\_

---

Current Certifications/Licenses held: \_\_\_\_\_

---

List any names of friends or relatives currently employed by Spiradrill, Inc.



---

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

---

EMPLOYMENT HISTORY

(last 10 years — attach additional sheets if necessary)

Start with your present or last job. You may also include any activities which you believe demonstrate your qualifications for the position applied. "See Resume" is not acceptable.

---

**CURRENT OR MOST RECENT EMPLOYER:**

Name \_\_\_\_\_ Address \_\_\_\_\_  
Telephone \_\_\_\_\_ Supervisor \_\_\_\_\_  
Position \_\_\_\_\_ Duties \_\_\_\_\_  
Dates of Employment \_\_\_\_\_ Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

**NEXT PREVIOUS EMPLOYER:**

Name \_\_\_\_\_ Address \_\_\_\_\_  
Telephone \_\_\_\_\_ Supervisor \_\_\_\_\_  
Position \_\_\_\_\_ Duties \_\_\_\_\_  
Dates of Employment \_\_\_\_\_ Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

**NEXT PREVIOUS EMPLOYER:**

Name \_\_\_\_\_ Address \_\_\_\_\_  
Telephone \_\_\_\_\_ Supervisor \_\_\_\_\_  
Position \_\_\_\_\_ Duties \_\_\_\_\_  
Dates of Employment \_\_\_\_\_ Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
Reason for leaving \_\_\_\_\_



Complete the following information only if applying for a position that requires use of a vehicle while conducting company business. Employment is conditioned on having a safe driving record and being insurable by Company's carrier.

How many traffic violations have you had during the last two years? \_\_\_\_\_

Drivers License Number: \_\_\_\_\_, State \_\_\_\_\_

REFERENCES

Name only those persons who are familiar with your work capabilities. Do not list relatives.

---

Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Company \_\_\_\_\_ Email \_\_\_\_\_  
 Position \_\_\_\_\_ Years Known \_\_\_\_\_

---

Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Company \_\_\_\_\_ Email \_\_\_\_\_  
 Position \_\_\_\_\_ Years Known \_\_\_\_\_

---

Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Company \_\_\_\_\_ Email \_\_\_\_\_  
 Position \_\_\_\_\_ Years Known \_\_\_\_\_

I certify that answers given herein about me are true and complete. I authorize investigation of all statements contained in this application for employment and disclosure of responsive information by those contacted.

This application for employment shall be considered active until the position is filled or otherwise closed. Any applicant wishing to be considered for employment for other advertised openings must submit new applications.

I understand that I may be required to successfully complete a pre-employment drug screening to be considered for employment. I also understand that after a conditional job offer has been extended, I may be required to undergo a pre-employment physical examination conducted by a company-authorized physician to determine my ability to perform the essential functions of the job.

I agree that if I am hired, I will not, during the term of my employment, become associated with or engage in any work or business that is directly or indirectly competitive with the Company, or that otherwise conflicts with the best interests of the Company.

I further represent and agree that I have not and will not improperly disclose to the Company any confidential business information, trade secrets, or proprietary information belonging to any former employer or other party. Moreover, I agree that if I am employed by the Company, I will not improperly disclose or use confidential information to which I gain access by virtue of my employment with Company.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_