



APPLICANT CERTIFICATION AND INSTRUCTIONS

Welcome

Thank you for your interest in employment with **Valley Energy Service, LLC (VES)**. This form provides you with important information about our company and instructions for completing our employment application. Please review this form carefully, check with us if you have any questions, and acknowledge the information to follow with your signature at the bottom of this form.

Equal Opportunity Employment

We are proud to be an equal opportunity employer. We have a policy of making employment decisions without regard to race, color, religion, gender, national origin, age, disability, or other protected status. Your opportunity for employment depends on the qualifications you demonstrate through our employment process. Should you require a reasonable accommodation in employment due to a disability; you must inform our organization in writing and attach it to the employment application. Please include, to the best of your knowledge, any specific accommodation necessary.

Application Form Instructions

Applicants will be considered for employment only if these instructions are followed.

- This applicant certification and instruction form must be signed and dated
- The employment application must be fully completed
- Every question on the employment application must be answered in full
- Do not use statements like "refer to resume" or "see resume" to answer a question
- The employment application must be signed and dated
- Applications are only valid for 30 days from the date of completion. After 30 days, you must complete a new application for continued consideration
- **The application must be turned in with a current Texas MVR with a 3 year history in order to be considered. Instructions on how to obtain one are included.**

Applicant Certification of Agreement and Understanding

I understand that no part of the employment process, documentation, relationship, handbook, benefit plan or other workplace practice shall serve to create an actual or implied contract of employment, or confer any right to remain an employee of VES. I agree to abide by, and understand that VES may change or revise at any time with or without notice, compensation plans, benefit plans, or employment policies, procedures and practices. I understand that if hired, my employment is At-Will. This means that I, or VES, may end the employment relationship at any time, for any or no reason, with or without notice. This At-Will policy can only be modified in writing by the President of VES.

I authorize investigation of all statements, written or oral, that I make to VES during the employment process. I understand that misrepresentation, omission of facts of discrepancy between facts may lead to non-selection for or immediate separation from employment. I authorize VES to contact schools, previous employers (unless otherwise indicated), consumer credit entities, law enforcement agencies or any other source necessary to complete a background investigation. I release VES and any source contacted in the employment process from any liability, damages, causes of action, complains or charges resulting from providing or using this information.

Applicant Signature: _____ Date: _____

Printed Name: _____



APPLICATION FOR EMPLOYMENT
863 East IH-10, Seguin, TX 78155

DOT Compliant Employment Application

To the applicant: The information below is required by Department of Transportation (DOT) regulations section 391.23. We may investigate all the information proved below and contact your previous employers for the purpose of evaluating your application.

Position(s) Applied For		Date Available to Start Work	Date of Application
Last Name		First Name	Middle Initial
Street Address		City	State Zip Code
Telephone #	Date of Birth		Social Security #
Email Address		Ever Applied With Us Before? _____ If YES, When? _____	

Address For Past 3 Years (if different than above)	Street	City	State	Zip Code	How Long?
	Street	City	State	Zip Code	How Long?
	Street	City	State	Zip Code	How Long?

Driver License(s) (past 3 years)	State(s)	License Number	Type	Expiration Date

Class Of Equipment	Type Of Equipment (Van, Tank, Flat, Etc.)	Dates		Approx. No. Of Miles (Total)
		From	To	
Tractor & Semi-Trailer				
Tractor-Two Trailers				
Other				

Accident Record For Past 3 Years Attach additional sheets if necessary	Date	Nature of Accident Head-On, Rear-End, Upset, Etc.	Fatalities	Injuries
Last Accident				
Next Previous Accident				
Next Previous Accident				

Traffic Convictions and Forfeitures	Please list all violations of motor vehicle laws or ordinances (other than just for parking) of which you were convicted or forfeited a bond of collateral during the last 3 years			
	Date	Location	Charge	Penalty

Have You Ever Been Denied a License, Permit, or Privilege to Operate a Motor Vehicle?	Yes	No
Has Any License, Permit, or Privilege to Operate a Motor Vehicle Ever Been Suspended or Revoked?	Yes	No
Please explain any YES answers here. Attach additional sheets if necessary		

Employment History

Start with your present or most recent job. Include any job-related military service assignment and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, age, disability, or other protected status. Do not write "see resume" in any blank. An incomplete application will not be considered for available positions. **NOTE: DOT requires that employment for at least 3 years and/or commercial driving experience for the past 10 years be shown. Attach additional sheet(s) if necessary.**

Employer	Dates Employed From To	Description of Job and Duties
Address		
City, State, Zip	Hourly Rate/Salary Start End	
Job Title		
Reason For Leaving	Phone Number	May We Contact This Employer? YES NO

Employer	Dates Employed From To	Description of Job and Duties
Address		
City, State, Zip	Hourly Rate/Salary Start End	
Job Title		
Reason For Leaving	Phone Number	May We Contact This Employer? YES NO

Employer	Dates Employed From To	Description of Job and Duties
Address		
City, State, Zip	Hourly Rate/Salary Start End	
Job Title		
Reason For Leaving	Phone Number	May We Contact This Employer? YES NO

Employer	Dates Employed From To	Description of Job and Duties
Address		
City, State, Zip	Hourly Rate/Salary Start End	
Job Title		
Reason For Leaving	Phone Number	May We Contact This Employer? YES NO

Employer	Dates Employed From To	Description of Job and Duties
Address		
City, State, Zip	Hourly Rate/Salary Start End	
Job Title		
Reason For Leaving	Phone Number	May We Contact This Employer? YES NO

Employer	Dates Employed From To	Description of Job and Duties
Address		
City, State, Zip	Hourly Rate/Salary Start End	
Job Title		
Reason For Leaving	Phone Number	May We Contact This Employer? YES NO

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

DOT App 9/15/2013 (VES)

Have you ever served in the military? From: _____ To: _____	Yes No	Do you have a TWIC card?	Yes No
Are You Able To Travel if the Job Requires It?	Yes No	Do you have PEC Safeland or OSHA 10 training?	Yes No
Including Overnight Travel?	Yes No	Do you have a current medical card? Expiration: _____	Yes No
		Do you have a current H2S card?	Yes No

List any other oilfield related training you can prove:

Have You Ever Been Convicted of a Crime?	Yes No	<i>Conviction will not necessarily disqualify an applicant from employment</i>
Are There Any Criminal Charges Currently Pending Against You?	Yes No	
Have You Ever Been Dishonorably Discharged, or Discharged Under "Less Than Honorable" Circumstances from Military Service?	Yes No	

Please explain any **YES** answers here. Please include dates and details of circumstance(s).
Attach additional sheets if necessary

Education	High School	Undergraduate College/University	Graduate Professional
School Name and Location			
Years Completed			
Diploma/Degree			

Please List Any Specialized Training, Apprenticeships, Skills, Activities, or Honors

Please List Any Professional, Trade, Business, or Civic Activities and Offices Held.
You may exclude memberships which would reveal race, color, religion, gender, national origin, age, disability, or other protected status

Have You Had Job-Related Military Training with the United States Military?	YES NO
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If **YES**, please describe here, including dates

References	Please list information for 3 references (name & phone number) not related to you and that are not previous employers.
1.	
2.	
3.	

Please describe any additional information that you feel may be helpful to use in our evaluation and consideration of your application.

I declare that the information provided by me is complete and true. I am aware that any misrepresentation, omission of, or discrepancy in facts may preclude an offer of employment, result in withdrawal of an employment offer, or result in separation from employment.

Applicant Signature: _____ Date: _____

Printed Name: _____