



**CymSTAR LLC**  
**1700 W Albany, Suite 500**  
**Broken Arrow, OK 74012-1419**  
**Tel: (918) 251-8100 / Fax: (918) 251-8200**  
**Email: human.resources@cymstar.com**

## ***APPLICATION FOR EMPLOYMENT***

CymSTAR is an equal opportunity employer, dedicated to a policy of nondiscrimination in employment on the basis of race, color, age, sex, religion, disability or national origin.

Date of Application (mm/dd/yyyy):

| <b>Personal Information (Fill in all fields)</b>   |                     |                        |                    |
|--|---------------------|------------------------|--------------------|
| Last Name  | First Name          | Middle Name or Initial |                    |
| Address (Number, Street, City, State, Zip Code)  |                     |                        |                    |
| Social Security Number   | Telephone Number    | Email Address          |                    |
| <b>Position Desired</b>  |                     |                        |                    |
| Position:  | Availability Date:  | Desired Salary:        | Type of Employment |
| <b>Education/Training</b>  |                     |                        |                    |
| High School Attended and Location (City & State)   | No. Years Completed | Did you graduate?      | Diploma            |
|  |                     |                        |                    |
| College Attended and Location (City & State)   | No. Years Completed | Did you graduate?      | Degree/s           |
|  |                     |                        |                    |
| Trade/Business/Other School and Location (City & State)  | No. Years Completed | Did you graduate?      | Certification/s    |
|  |                     |                        |                    |
| Other Courses or Training, including Computer courses, continuing education credits, etc.                  |                     |                        |                    |
|  |                     |                        |                    |
| Specific Experience or skills (include computer skills) that Qualify You for the Position You Are Applying |                     |                        |                    |
|  |                     |                        |                    |

## Work Eligibility

|  |                                   |
|--|-----------------------------------|
| Are you eligible to work in the United States?   | Are you 17 years of age or older? |
| Have you been convicted of or pleaded no contest to a felony within the last 5 years?<br>If yes, please explain:   |                                   |
| Have you been convicted of, pleaded guilty to, or pleaded no contest to an act of dishonesty, or breach of trust or moral turpitude, such as misdemeanor petty theft, burglary, fraud, writing bad checks, or other related crimes within the last 5 years?<br>If yes, please explain: |                                   |

## Employment History (List Present or Most Recent Position First)

|   |   |   |                     |
|---|---|---|---------------------|
| Presently employed?                       | If yes, may we contact your present employer? |   |                     |
| Name of Present Employer                  |   | Address (Number, Street, City, State, Zip Code) |                     |
| Phone                                     | Type of Business                              | Department                                      | Your Position       |
| Duties                                    |   |   |                     |
| Name and Position of Immediate Supervisor |   |   |                     |
| Start Date (Day, Month, Year)             | Termination Date (Day, Month, Year)           | Start Salary                                    | Last/Present Salary |
| Reason for Leaving                        |   |   |                     |
| Name of Employer                          |   | Address (Number, Street, City, State, Zip Code) |                     |
| Phone                                     | Type of Business                              | Department                                      | Your Position       |
| Duties                                    |   |   |                     |
| Name and Position of Immediate Supervisor |   |   |                     |
| Start Date (Day, Month, Year)             | Termination Date (Day, Month, Year)           | Start Salary                                    | Last Salary         |
| Reason for Leaving                        |   |   |                     |

|   |                                     |   |               |  |
|---|-------------------------------------|---|---------------|--|
| Name of Employer                          |                                     | Address (Number, Street, City, State, Zip Code) |               |  |
| Phone                                     | Type of Business                    | Department                                      | Your Position |  |
| Duties                                    |                                     |   |               |  |
| Name and Position of Immediate Supervisor |                                     |   |               |  |
| Start Date (Day, Month, Year)             | Termination Date (Day, Month, Year) | Start Salary                                    | Last Salary   |  |
| Reason for Leaving                        |                                     |   |               |  |
| Name of Employer                          |                                     | Address (Number, Street, City, State, Zip Code) |               |  |
| Phone                                     | Type of Business                    | Department                                      | Your Position |  |
| Duties                                    |                                     |   |               |  |
| Name and Position of Immediate Supervisor |                                     |   |               |  |
| Start Date (Day, Month, Year)             | Termination Date (Day, Month, Year) | Start Salary                                    | Last Salary   |  |
| Reason for Leaving                        |                                     |   |               |  |
| Name of Employer                          |                                     | Address (Number, Street, City, State, Zip Code) |               |  |
| Phone                                     | Type of Business                    | Department                                      | Your Position |  |
| Duties                                    |                                     |   |               |  |
| Name and Position of Immediate Supervisor |                                     |   |               |  |
| Start Date (Day, Month, Year)             | Termination Date (Day, Month, Year) | Start Salary                                    | Last Salary   |  |
| Reason for Leaving                        |                                     |   |               |  |

|   |                                     |   |               |  |
|---|-------------------------------------|---|---------------|--|
| Name of Employer                          |                                     | Address (Number, Street, City, State, Zip Code) |               |  |
| Phone                                     | Type of Business                    | Department                                      | Your Position |  |
| Duties                                    |                                     |   |               |  |
| Name and Position of Immediate Supervisor |                                     |   |               |  |
| Start Date (Day, Month, Year)             | Termination Date (Day, Month, Year) | Start Salary                                    | Last Salary   |  |
| Reason for Leaving                        |                                     |   |               |  |
| Name of Employer                          |                                     | Address (Number, Street, City, State, Zip Code) |               |  |
| Phone                                     | Type of Business                    | Department                                      | Your Position |  |
| Duties                                    |                                     |   |               |  |
| Name and Position of Immediate Supervisor |                                     |   |               |  |
| Start Date (Day, Month, Year)             | Termination Date (Day, Month, Year) | Start Salary                                    | Last Salary   |  |
| Reason for Leaving                        |                                     |   |               |  |
| Name of Employer                          |                                     | Address (Number, Street, City, State, Zip Code) |               |  |
| Phone                                     | Type of Business                    | Department                                      | Your Position |  |
| Duties                                    |                                     |   |               |  |
| Name and Position of Immediate Supervisor |                                     |   |               |  |
| Start Date (Day, Month, Year)             | Termination Date (Day, Month, Year) | Start Salary                                    | Last Salary   |  |
| Reason for Leaving                        |                                     |   |               |  |

## Conditions of Employment

CymSTAR LLC sets high standards for its employees, and compliance with these standards is a condition of employment. If you are offered a position with CymSTAR, you need to carefully consider what we would require of you before you accept. As an employee, you must do everything you can to meet the expectations of our external and internal customers, including:

- Complying with company policies and procedures and work instructions
- Following our company standards of professionalism
- Treating customers and coworkers with respect
- Being honest and dedicated in your work
- Following directions of supervisory and management staff
- Meeting standards of work quality and quantity
- Maintaining a professional appearance and complying with the company dress code
- Accepting a work schedule that may require holiday work

Are you willing and able to comply with all the requirements listed?

If your answer is no, or if you have concerns about being able to comply with any of these requirements, please explain:

## Declarations, Agreements and Acknowledgements by the Applicant

### **By Submitting This form electronically:**

I declare the information provided by me in this application is true, correct, and complete to the best of my knowledge. I understand that if employed, any falsification, misstatement, or omission of fact in connection with my application, whether on this document or not, may result in immediate termination of employment. I authorize you to verify any and all information provided above.

I acknowledge that employment may be conditional upon successful completion of a background investigation and a substance abuse screening test as part of the Company's pre-employment policy.

I acknowledge that if I become employed, I will be an at-will employee. This means that either I or CymSTAR can terminate the employment relationship at any time, with or without providing any reason, and with or without cause. No CymSTAR official has made any contrary representation, statement or agreement to me.

|      |                    |
|------|--------------------|
| Name | Date: (mm/dd/yyyy) |
|      |                    |