

**Address**

506 N.E. 15th Street
PO Box 70
Casey, IL 62420

Contact

Phone: 800.650.7834
Fax: 217.932.5293
Email: info@bolininc.com

APPLICATION FOR EMPLOYMENT

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.

Position(s) applying for		Date	
Referral Source: <input type="checkbox"/> Advertisement <input type="checkbox"/> Employee <input type="checkbox"/> Relative <input type="checkbox"/> Government Employment Agency <input type="checkbox"/> Walk-in <input type="checkbox"/> Private Employment Agency <input type="checkbox"/> Other <input type="text"/>			
Name of Source (if applicable) <input type="text"/>			

Name	<input type="text"/>			Address	<input type="text"/>			
City	<input type="text"/>			State	<input type="text"/>		Zip Code	<input type="text"/>
Telephone	<input type="text"/>		Mobile	<input type="text"/>		E-mail	<input type="text"/>	

Best time to contact you?	<input type="checkbox"/> Yes <input type="checkbox"/> No
May we contact you at work?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Have you ever been employed with our company before?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, give dates	From <input type="text"/> To <input type="text"/>

Type of work.... <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Seasonal <input type="checkbox"/> Educational Co-Op Date available.... <input type="text"/>

Travel Availability <input type="checkbox"/> None <input type="checkbox"/> Weekdays <input type="checkbox"/> Weekends <input type="checkbox"/> Anytime

Please note that most of our positions require travel. See back of form for department descriptions.

If none, please explain.	<input type="text"/>
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Will you work overtime if required?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, please explain.	<input type="text"/>

Driver's license number		State	<input type="text"/>
<input type="checkbox"/> CDL Class A	<input type="checkbox"/> CDL Class B	<input type="checkbox"/> Hazmat Driver	<input type="checkbox"/> Tanker Driver <input type="checkbox"/> Other
If other, please explain.	<input type="text"/>		

Please note all applicants must have a valid driver's license with no suspensions within 5 years of applying.

SKILLS & QUALIFICATIONS

Summarize any job related skills, licenses, certificates and/or special training.

<input type="checkbox"/> Automotive Painting	<input type="checkbox"/> Track Hoe Operator	<input type="checkbox"/> Foreman	<input type="checkbox"/> Sand Blasting	<input type="checkbox"/> Diesel Tech	<input type="checkbox"/> Surveying
<input type="checkbox"/> Backhoe Operator	<input type="checkbox"/> Dozer Operator	<input type="checkbox"/> Safety	<input type="checkbox"/> Welding	<input type="checkbox"/> Auto Tech	<input type="checkbox"/> Office

EMPLOYMENT HISTORY

Provide the following information from your past and current employers, assignments or volunteer activities.
Start with your most recent (use additional sheets if necessary).

Employer				Telephone #				Dates Employed:	From			To			
Street address				City			State			Starting Pay:	<input type="checkbox"/> Hourly	<input type="checkbox"/> Salary	\$	per	
Starting job title				Final job title				Commission/Bonus/Other Compensation: \$							
Supervisor and title				May we contact?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later			Final Pay: <input type="checkbox"/> Hourly <input type="checkbox"/> Salary \$ per							
Reason for leaving?							Commission/Bonus/Other Compensation: \$								
Summarize the type of work performed and job responsibilities.															
What did you like most about your position?															
What were the things you liked least about the position?															

Employer				Telephone #				Dates Employed:	From			To			
Street address				City			State			Starting Pay:	<input type="checkbox"/> Hourly	<input type="checkbox"/> Salary	\$	per	
Starting job title				Final job title				Commission/Bonus/Other Compensation: \$							
Supervisor and title				May we contact?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later			Final Pay: <input type="checkbox"/> Hourly <input type="checkbox"/> Salary \$ per							
Reason for leaving?							Commission/Bonus/Other Compensation: \$								
Summarize the type of work performed and job responsibilities.															
What did you like most about your position?															
What were the things you liked least about the position?															

Employer				Telephone #				Dates Employed:	From			To			
Street address				City			State			Starting Pay:	<input type="checkbox"/> Hourly	<input type="checkbox"/> Salary	\$	per	
Starting job title				Final job title				Commission/Bonus/Other Compensation: \$							
Supervisor and title				May we contact?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later			Final Pay: <input type="checkbox"/> Hourly <input type="checkbox"/> Salary \$ per							
Reason for leaving?							Commission/Bonus/Other Compensation: \$								
Summarize the type of work performed and job responsibilities.															
What did you like most about your position?															
What were the things you liked least about the position?															

EDUCATIONAL BACKGROUND

Starting with your most recent school attended, provide the following information.

School (include City & State)	Years Completed	Completed		GPA Class Rank	Major/Minor
		<input type="checkbox"/> Diploma	<input type="checkbox"/> GED		
		<input type="checkbox"/> Degree			
		<input type="checkbox"/> Certification			
		<input type="checkbox"/> Other			
		<input type="checkbox"/> Diploma	<input type="checkbox"/> GED		
		<input type="checkbox"/> Degree			
		<input type="checkbox"/> Certification			
		<input type="checkbox"/> Other			

REFERENCES

List name and telephone number of three business/work references who are not related to you and are not previous supervisors. If not applicable, list three school or personal references who are not related to you.

Name	Title	Relationship to You	Telephone	Year(s) Known	Reference Type	
					Personal	Professional
					Personal	Professional
					Personal	Professional

ADDITIONAL INFORMATION

List special accomplishments, publications, awards, or additional information you would like us to consider.

Exclude memberships which would reveal sex, race , religion, national origin, age color, disability or any other similarly protected status.

APPLICANT STATEMENT

I certify that all information I have provided in order to apply for and secure work with this employer is true, complete and correct.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that this employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

I understand that this application remains current for only 60 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by an authorized officer.

I understand it is this company's policy not to refuse to hire a qualified individual with a disability because of that person's need for a reasonable accommodation as required by the ADA.

I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect will be sufficient cause to (i) eliminate me from further consideration for employment or (ii) may result in my immediate discharge from the employer's service, whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant	Date
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If sending this form via email, type your name and social security number in the Applicant Signature line above. Include the date. By entering your name and social security number to this document the signature line will be interpreted as your written signature and bound by the agreement in the application statement above.

BEI By Department

Office:

Bolin Enterprises, Inc. houses a small number of office positions, such as administrative, accounting, HR, Creative, IT and Estimating. Generally speaking, these positions are not frequently available.

Safety Department: T CDL

The Safety Department is responsible for administering, maintaining, reporting and training all required certifications and rules required within our industry. Types of requirements for our Safety department include: OSHA Construction Authorization to train the 10 & 30 hour, HAZWOPER train the trainer certification and a knowledge of behavior based safety programs, EPA compliance, OSHA regulations and record keeping in DOT/FMCSA fleet management.

Pig Tracking: T

BEI's professional "pig trackers" can actively or passively track pigs using state of the art listening devices and transmitters and communicate a "real-time" calculated location of the pig(s) to your operations personnel through the use of our Pig Tracking Program. The ideal candidate must be comfortable using computers with basic excel knowledge, willing to learn the mapping software and have the ability to work independently, as well as have the ability to sit for long periods at a time. This department requires extremely flexible schedules, including days, nights and weekends and averages 55 hours a week.

OCAM:

The OCAM or One Call Activity Monitor position has been developed to fill the need for the BEI customer to provide personnel to observe, protect, and report any 3rd party activity onsite at a pipeline location. This position requires the ability to work independently, walk at various incline levels and to read road maps. This position averages 40-50 hours a week. Candidates for this department are hired within the United States in areas that are close to pipelines that we service.

Welding: T

The welding department specializes in pipeline repairs, as well as assisting with various company-related welding projects. This position requires basic welding experience, the skill to read blueprints, as well as to work independently and accurately within a fast-paced environment. Fabrication and the ability to pass various certification tests are part of this position. This department works an average of 45 hours a week and while overnight travel is not as frequent as in the other divisions, interested candidates must be able and willing to travel as needed.

Carpentry: T

The carpentry position requires basic carpentry experience, the diversity to work on various different types of projects, the ability to adapt to changes within a fast-paced environment and the need to be dependable. This department works an average of 45 hours a week and while overnight travel is not as frequent as in the other divisions, interested candidates must be able and willing to travel as needed.

Right-of-Way Department: T

The Right-of-Way technicians travel throughout the tri-state area for the majority of the year. This position requires the ability to walk for long periods of time at various inclines and averages 40-50 hours per week. Travel M-F and occasional weekends is required. Main job functions include use of week trimmers, chainsaws, skid steers and brush chipping strippers.

Trucking: T CDL H

The trucking division is responsible for the transportation needs of all BEI departments, as well as several trucking division projects. This department works between 50-55 hours a week and frequently travels with overnights, including weekends. The ability to drive various types of trucks and construction equipment is a plus.

BEI Automotive Repair:

BEI Automotive Repair is a full service NAPA Auto Care Center that also provides AG related products and services. All mechanic positions require ASE certification. BEI Automotive Repair is open M-F 7am to 5pm and Saturday 7am-11am. All positions are required to work the business hours with alternating Saturdays. Types of BEI Automotive Repair positions include: Service Writer, Diesel Hydraulic Technician, Tire Technician, Certified Automotive Technician, Alignment Technician, Parts Department Runner, and Inventory Specialist.

Sandblast & Paint: T CDL H

The Sandblast and Paint department services trucks, trailers, tanks, heavy-equipment and various other steel products within a fast-paced environment. The Sandblast and paint position requires basic painting and sandblasting experience, along with the ability to wear a respirator. Familiarity with equipment mechanical knowledge is also required since products often need to be taken apart prior to painting and then put back together once completed. This department works an average of 45 hours per week and does require frequent overnights and weekend travel.

Tank Inspection: T

The tank cleaning maintenance technicians travel throughout the United States. This position requires the ability to work at extreme heights, as well as in confined spaces. The Tank Inspection department varies on job duties from site to site, and is a fast-paced varied environment. This position requires the ability to work in extreme cold and heat and to wear a respirator. This department travels 5-10 days on the road at a time and averages 55-60 hours a week.

Grounds Maintenance: T

The Grounds Maintenance department is responsible for maintaining and upkeep on all Bolin-properties year 'round. The grounds position requires basic landscaping experience, the diversity to work on various different types of projects, the ability to adapt to changes within a fast-paced environment and the need to be dependable. This department works an average of 45 hours a week and while overnight travel is not as frequent as in the other divisions, interested candidates must be able and willing to travel as needed.

Electric: T

The electrical position requires basic electronic experience, the diversity to work on various different types of projects, the ability to adapt to changes within a fast-paced environment and the need to be dependable. This department works an average of 45 hours a week and while overnight travel is not as frequent as in the other divisions, interested candidates must be able and willing to travel as needed.

Pipeline Maintenance: T

The Pipeline Maintenance department varies on job duties from site to site, and is a fast-paced varied environment. This position requires the ability to work independently, and to work in extreme cold and heat. The ability to wear a respirator is also required. This department travels 5-10 days on the road at a time and averages 50 hours a week.

T = Travel

CDL = CDL Required (Class A Preferred)

H = Hazmat Required

All departments prefer applicants to have a CDL or be willing to obtain a CDL within 90 days of employment.