

---

---

**APPLICATION FOR EMPLOYMENT  
MERIDIAN TECHNOLOGY CENTER**

**1312 South Sangre Road  
Stillwater, OK 74074-1899  
405/377-3333**

(Return to the Personnel Department)

---

An Equal Opportunity Employer:

It is the policy of Meridian Technology Center to provide equal opportunities without regard to race, color, religion, origin, gender, age, marital or veteran status, or disability in its education programs, activities, admissions, services, financial aid and employment.

Instructions:

1. Please complete all information requested. Information provided will be considered confidential.
2. If an item does not apply, please write the letters N/A for "not applicable."

*(This application will remain in our active file for at least one year unless otherwise notified.)*

---

**DATE:** \_\_\_\_\_ **Position for which applying:** \_\_\_\_\_

**PERSONAL DATA:**

Name \_\_\_\_\_ Soc. Sec. No. \_\_\_\_\_  
(last) (first) (middle) (optional)

Address \_\_\_\_\_  
(street or box no.) (city) (state) (zip)

Home phone (\_\_\_\_) \_\_\_\_\_ Business phone (\_\_\_\_) \_\_\_\_\_

Cell phone (\_\_\_\_) \_\_\_\_\_ E-mail address \_\_\_\_\_

Are you authorized to work in the U.S. on an unrestricted basis? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you previously filed an application with Meridian Technology Center? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been employed by Meridian Technology Center? Yes \_\_\_\_\_ No \_\_\_\_\_

If so, when and in what capacity? \_\_\_\_\_  
(year) (job title)

Can you perform the requirements of this job? Yes \_\_\_\_\_ No \_\_\_\_\_

If no, please explain: \_\_\_\_\_

---

**TYPE OF EMPLOYMENT DESIRED:** *(check appropriate area(s) below).*

Do You Want:

Position Desired:

\_\_\_\_\_ Full Time

\_\_\_\_\_ Custodian

\_\_\_\_\_ Administrative Support

\_\_\_\_\_ Part Time

\_\_\_\_\_ Maintenance

\_\_\_\_\_ Bus Driver

\_\_\_\_\_ Grounds

\_\_\_\_\_ Other \_\_\_\_\_

Minimum Salary Requirements: \_\_\_\_\_

---

---

---

**EDUCATION AND TRAINING:**

Type of School	Name and Address of School	Course of Study	No. of Years Completed	Did You Graduate?	Type of Degree Diploma or Certificate
High School (Last Attended)	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
All Vocational Schools, Technical Institutes and Junior Colleges	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
All Colleges or Universities	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Other Training Including Military Schools and Equivalency Diplomas	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____

---

List other educational preparation pertinent to the position(s) for which you are applying (institutes, seminars, etc.).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List any awards, honors, publications, special skills or hobbies. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**Present Employer** \_\_\_\_\_ (Company) \_\_\_\_\_ (Phone) \_\_\_\_\_  
Address \_\_\_\_\_  
Position Held \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Duties and Responsibilities \_\_\_\_\_  
Name and Title of Supervisor \_\_\_\_\_  
Reason for Wanting to Change Jobs \_\_\_\_\_  
Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_

---

**Previous Employer** \_\_\_\_\_ (Company) \_\_\_\_\_ (Phone) \_\_\_\_\_  
Address \_\_\_\_\_  
Position Held \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Duties and Responsibilities \_\_\_\_\_  
Name and Title of Supervisor \_\_\_\_\_  
Reason for Wanting to Change Jobs \_\_\_\_\_  
Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_

---

**Previous Employer** \_\_\_\_\_ (Company) \_\_\_\_\_ (Phone) \_\_\_\_\_  
Address \_\_\_\_\_  
Position Held \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Duties and Responsibilities \_\_\_\_\_  
Name and Title of Supervisor \_\_\_\_\_  
Reason for Wanting to Change Jobs \_\_\_\_\_  
Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_

---

**Previous Employer** \_\_\_\_\_ (Company) \_\_\_\_\_ (Phone) \_\_\_\_\_  
Address \_\_\_\_\_  
Position Held \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Duties and Responsibilities \_\_\_\_\_  
Name and Title of Supervisor \_\_\_\_\_  
Reason for Wanting to Change Jobs \_\_\_\_\_  
Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_

---

We may contact the employer listed on the previous page unless you indicate below those you do not want us to contact:

**DO NOT CONTACT:**

Employer \_\_\_\_\_

Reason \_\_\_\_\_

Employer \_\_\_\_\_

Reason \_\_\_\_\_

---

**TYPES OF LICENSES:**

Do you have an Operator's License?  Yes  No (Only needs to be answered by applicants for bus driver's position)  
 Driver's  Chauffeur's

Are you at least 18 years of age?  Yes  No

List equipment you can operate which may pertain to the job for which you are applying: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**For Administrative Support Applicants only:**

Computer skills and software applications \_\_\_\_\_

\_\_\_\_\_

How did you find out about this opening? \_\_\_\_\_

---

**LEGAL INFORMATION:**

As an educational institution, Meridian Technology Center has a responsibility to its students and public. Therefore, we conduct reference and background checks on selected applicants. Do we have your approval to conduct such checks?

Yes  No

---

**READ CAREFULLY BEFORE SIGNING:**

**THE INFORMATION AS SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT FALSIFICATION OF ANY INFORMATION SUBMITTED ON THIS APPLICATION CAN BE CAUSE FOR DISMISSAL FROM SERVICE.**

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of Applicant