

# APPLICATION FOR EMPLOYMENT

PLEASE EMAIL COMPLETED APPLICATION TO [HIRING@HANOVERPAVERS.COM](mailto:HIRING@HANOVERPAVERS.COM)

## PERSONAL

Last Name	First	Middle	Date
Street Address			Home Phone
City, State, Zip			Business Phone
Email			Position Desired
Have you ever applied for employment with us? Yes      No      If yes: Month and Year _____			Hourly Wage Expected
Other special training or skills (languages, machine operation, etc.)			Will you work overtime if asked? Yes      No
How did you learn of our organization?			When will you be available to begin work?

## EDUCATION

SCHOOL	NAME AND LOCATION OF SCHOOL	COURSE OF STUDY	NO. OF YEARS COMPLETED	DID YOU GRADUATE?	DEGREE OR DIPLOMA
College				Yes No	
High				Yes No	
Elementary				Yes No	
Other				Yes No	

## MILITARY

<i>COMPLETE THIS SECTION IF YOU SERVED IN THE U.S. ARMED FORCES</i>	Branch of Service
Describe your duties and any special training	Period of Active Duty (Month & Year) From                      To
	Rank at Discharge
	Date of Final Discharge

**EMPLOYMENT**

Please give accurate, complete, full-time and part-time employment record  
**START WITH PRESENT OR MOST RECENT EMPLOYER.**

Company	Telephone
Address	Employed (State Month and Year) From                      To
Name of Supervisor	Weekly Wage Start                      End
State Job Title and Describe Your Work	Reason for Leaving

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**WE MAY CONTACT THE EMPLOYERS LISTED ABOVE UNLESS OTHERWISE INDICATED.**

**ANSWERS TO THESE QUESTIONS ARE VOLUNTARY**

Age	Date of Birth	Sex Male      Female
Marital Status Single                  Engaged                  Married Separated              Divorced                  Widowed		Are you a U.S. Citizen? Yes      No
		How long at present address? _____ Years
What was your previous address?		How long at previous address? _____ Years
Are you over 18 years of age?      Yes      No If not, employment is subject to verification of minimum legal age.		
Have you been convicted of a crime in the past ten years, excluding misdemeanors and summary offenses, which has not been annulled, expunged or sealed by a court?      Yes      No      If Yes, describe in full.		
State the names of relatives and friends working for us other than your spouse.		
Do you have physical limitations which preclude you from performing certain jobs?      Yes      No If yes, describe limitation		
Hobbies, Activities and Interests		

I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for is cause for dismissal. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without notice.

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