

# APPLICATION FOR EMPLOYMENT

-----FOLLOW THESE STEPS TO SUBMIT THIS APPLICATION-----

### WAY 1

- STEP 1:** Fill out this form within the browser
- STEP 2:** Press CTRL + P and change to  
SAVE AS PDF
- STEP 3:** Save the PDF to your computer
- STEP 4:** Send the filled out form to:  
[info@hansenerrandservice.com](mailto:info@hansenerrandservice.com)

### WAY 2

- STEP 1:** Press CTRL + P and print out the form
- STEP 2:** Fill out the form
- STEP 3:** Mail the filled out form to:  
[2904 Pittsburgh Avenue](#)  
[Erie, PA 16508](#)

PERSONAL INFORMATION			
LAST NAME	FIRST NAME		MIDDLE
PRESENT ADDRESS	CITY	STATE	ZIP CODE
PERMANENT ADDRESS	CITY	STATE	ZIP CODE
PHONE NO.	SOCIAL SECURITY NO.		

NAME AND LOCATION OF SCHOOL	YEARS ATTENDED	DID YOU GRADUATE	SUBJECTS STUDIED
GRAMMAR SCHOOL			
HIGH SCHOOL			
COLLEGE			
TRADE OR BUSINESS SCHOOL			

FORMER EMPLOYERS  
LIST BELOW LAST FOUR EMPLOYERS, STARTING WITH THE MOST RECENT

DATE MONTH AND YEAR	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING

**CONTINUED ON OTHER SIDE**

REFERENCES

GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR

NAME	ADDRESS	BUSINESS	YEARS KNOWN

PLEASE ANSWER THE FOLLOWING QUESTIONS

DO YOU HAVE A VALID DRIVERS LICENSE?  YES  NO

PLEASE PROVIDE A DRIVER'S LICENCE NUMBER \_\_\_\_\_

STATE \_\_\_\_\_

CAN YOU DRIVE A STANDARD?  YES  NO

DID YOU HAVE ANY TRAFFIC VIOLATIONS OR ACCIDENTS WITHIN THE LAST 3 YRS?  YES  NO

IF YES, PLEASE EXPLAIN \_\_\_\_\_

HAS YOUR DRIVERS LICENSE EVER BEEN SUSPENDED?  YES  NO

IF YES, PLEASE EXPLAIN \_\_\_\_\_

IDEAL DAYS OF WEEK AND HOURS YOU PREFER TO WORK \_\_\_\_\_

WHAT IS YOUR DESIRED SALARY? \_\_\_\_\_

AUTHORIZATION

\*I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL.

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES AND EMPLOYERS LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THAT MAY RESULT FROM UTILIZATION OF SUCH INFORMATION.

I AUTHORIZE SECURING NECESSARY RECORDS TO CONFIRM VALID DRIVER'S LICENSE.

I ALSO UNDERSTAND AND AGREE THAT NO REPRESENTATIVE OF HANSEN'S ERRAND SERVICE HAS ANY AUTHORITY TO ENTER INTO ANY AGREEMENT FOR EMPLOYMENT FOR ANY SPECIFIED PERIOD OF TIME, OR TO MAKE ANY AGREEMENT CONTRARY TO THE FORGOING, UNLESS IT IS IN WRITING AND SIGNED BY AN AUTHORIZED COMPANY REPRESENTATIVE\*

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

INTERVIEWED BY \_\_\_\_\_ DATE \_\_\_\_\_