

# Employment Application

PO Box 7287 \* Spokane, WA 99207 USA \* Phone: 509.252.9290 \* Fax: 509.468.7100

Qualified applicants receive consideration for employment without discrimination because of gender, marital status, race, color, creed, sexual orientation, national origin, age, or the presence of any physical, mental, or sensory handicap, or veteran status. All Hanson WORLDWIDE, LLC. hires and rehires will be tested for drugs as part of the pre-employment process. A positive test will eliminate the candidate from consideration. Conditions of employment are stated at the end of this form. Please read carefully before you sign this application. False statements on this application form shall be considered sufficient cause for termination. Any applicant who provides unrequested information will be automatically rejected. Disabled applicants can request any reasonable accommodations needed to enable the completion of this application form. **This application for employment is good for 30 days only. To be considered for employment after 30 days requires a submission of a new application.**

Applicant Information					
Full Name:				Date:	
	<i>Last</i>	<i>First</i>	<i>M.I.</i>		
Address:					
	<i>Address</i>		<i>City, State</i>	<i>ZIP</i>	
Phone:	(     )	Will you be able to perform the essential job functions of the position you are applying for with or without reasonable accommodation? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Available for: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary		Shift preferred: <input type="checkbox"/> Day <input type="checkbox"/> Night    Date Available:			
Position Applied for:		Desired Salary: \$			
Are you a U.S. citizen or do you have a Visa permitting you to work in the U.S.				YES <input type="checkbox"/> NO <input type="checkbox"/>	
Have you ever been convicted of a crime (excluding convictions that have been sealed, expunged, eradicated, or misdemeanors for which probation was completed and the case was dismissed by court.				YES <input type="checkbox"/> NO <input type="checkbox"/>	
(Note: A Yes response does not automatically disqualify your application.) If yes, please explain:					
Education					
Type of School	Name	City/State	Last Year (circle)	Degree	
High School			1 2 3 4		
College			1 2 3 4		
Graduate School			1 2 3 4		
Business, Trade, Other			1 2 3 4		
Do you plan o further your education? <input type="checkbox"/> Yes <input type="checkbox"/> No    Course type:					Planned start date:
Skills (Important: Check all items and equipment you can operate)					
SHOP	ENGINEERING	COMPUTER SKILLS	ACCOUNTING		
<input type="checkbox"/> Machining <input type="checkbox"/> Sheet Metal <input type="checkbox"/> Mechanical <input type="checkbox"/> Hydraulics <input type="checkbox"/> Read blue prints <input type="checkbox"/> Read layouts <input type="checkbox"/> Electrical <input type="checkbox"/> Welding	<input type="checkbox"/> Mechanical <input type="checkbox"/> Structural <input type="checkbox"/> Civil <input type="checkbox"/> Drafting <input type="checkbox"/> Electrical <input type="checkbox"/> Hydraulics	<input type="checkbox"/> Microsoft Word <input type="checkbox"/> PowerPoint <input type="checkbox"/> Excel <input type="checkbox"/> AutoCAD <input type="checkbox"/> Solidworks <input type="checkbox"/> Other: _____ <input type="checkbox"/> Other: _____	<input type="checkbox"/> Financial Statements <input type="checkbox"/> A/P <input type="checkbox"/> A/R <input type="checkbox"/> G/L <input type="checkbox"/> Payroll <input type="checkbox"/> Computerized Accounting		
Professional licenses, degrees, awards, special training, skills, and experience relevant to your ability to perform the job being applied for:					
_____ _____ _____					
Foreign Languages: (spoken): _____ (read): _____ (written): _____					

### References

*Please list three professional references.*

Full Name:		Years Known:
Company:		Phone:
Address:		

Full Name:		Years Known:
Company:		Phone:
Address:		

Full Name:		Years Known:
Company:		Phone:
Address:		

### Previous Employment

Company:		Phone:	
Address:		Supervisor:	
Job Title:		Starting Salary: \$	Ending Salary: \$

Responsibilities:

From:            To:            Reason for Leaving:

May we contact your previous supervisor for a reference?   YES    NO

Company:		Phone:	
Address:		Supervisor:	
Job Title:		Starting Salary: \$	Ending Salary: \$

Responsibilities:

From:            To:            Reason for Leaving:

May we contact your previous supervisor for a reference?   YES    NO

Company:		Phone:	
Address:		Supervisor:	
Job Title:		Starting Salary: \$	Ending Salary: \$

Responsibilities:

From:            To:            Reason for Leaving:

May we contact your previous supervisor for a reference?   YES    NO

**Military Service**

Branch:

From:

To:

Kinds of training and duty during service:

**Conditions of Employment**

I certify that the information given by me to Hanson WORLDWIDE, LLC. is true and complete. I understand that if employed, false or misleading information may result in my immediate dismissal. I understand the first 90 days of employment at Hanson WORLDWIDE, LLC. are considered an evaluation period.

I authorize Hanson WORLDWIDE, LLC. to solicit information regarding my character, general reputation, previous employment, and similar background information, and to contact any or all references and previous employers I have given on my application. I hereby release all parties connected with any such request of information from all claims, liabilities, and damages for any reason arising out of furnishing such information. If employed, I release Hanson WORLDWIDE, LLC. from any liability for future references it may provide regarding my work history as the firm.

In consideration of my employment, I agree that my employment is at will and can be terminated with or without cause, and with or without notice at any time at the option of either, Hanson WORLDWIDE, LLC. or myself. I understand that no representative of Hanson WORLDWIDE, LLC. other than the president in a signed agreement, has the authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing.

Signature:

Date:

**Authorization and Release for Pre-employment Screening**

I authorize Hanson WORLDWIDE, LLC. to conduct a complete investigation of my prior employment record. I understand that this investigation will include a reference check with some or all of the employers whom I have identified on the job application as well as an effort to verify the fact that I have provided complete and accurate information. I hereby authorize any former employer to disclose the facts of my past employment, dates of employment, titles or positions held, wage and salary history, the facts and results of any and all formal or informal performance evaluations related to my employment. Such facts may include, but not limited to, my attendance record, attitude, ability to work with others, communication skills, willingness to see a project through, the reasons for and circumstances surrounding my separation from employment with any former employer and my eligibility for rehire.

In consideration for providing this information, I hereby release, waive and discharge any former employer, its officers, agents and employees, from any and all loss or damage resulting there from, which may arise as a direct or indirect result of the company's statements responding to the reference check.

If you are currently employed, do you authorize Hanson WORLDWIDE, LLC. to contact your current employer?  Yes  No

Signature:

**Notice to Applicants for Pre-offer Drug Testing**

Hanson WORLDWIDE, LLC. has established and maintains a Drug-Free Workplace Program. As part of this Program, offers of employment are expressly conditioned upon passing a drug screen test. In addition, employees of Hanson WORLDWIDE, LLC. may be subject to drug testing under those conditions outlined in the Company's Drug-Free Policy and Accident Prevention Safety Program.

For persons receiving a conditional offer for employment, failure of a drug test or refusal to submit to a drug test will result in withdrawal of the offer of employment and action taken against employees up to and including termination of employment.

Signature:

### Affirmative Action Applicant Information

The following information is for statistical purposes to satisfy requirements placed on Hanson WORLDWIDE, LLC International, Inc. as a government contractor or for potential government contracts. Submission is voluntary. Failure to supply this information will not jeopardize or adversely affect any consideration you may receive for employment or later advancement in employment.

Gender:  Male  Female

Date of Birth:

Disability/Veteran Status:  Vietnam Veteran  Disabled  
 Other Veteran  Non-disabled  
 None

Race:  Caucasian  Black  
 Asian  American Indian  
 Hispanic  Other\_\_\_\_\_

Position Applied For:

How did you hear about this job?

I understand that this information is used only for tracking purposes. I further understand that this sheet will be separated from my application and that the application information contained hereon will not become part of my employee file nor will this information be used in any part of Hanson WORLDWIDE, LLC International, Inc.'s employment process. I also understand that I will not be discriminated against in any aspect of the employment process as a result of supplying this information.

Signature:

Date: