



Andre & Son, Inc.

17150 State Route 706
Montrose, Pennsylvania 18801
570-278-1131

EMPLOYMENT APPLICATION

This application is structured according to the guidelines provided by the Equal Employment Opportunity Commission and other Federal Agencies. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law.

Applicant Information

Name (Last, First, Middle Initial): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____ Social Security Number: _____

Date of Application: _____ Position Applied For: _____

How did you hear about this position? _____

Desired Salary: _____ Desired Hours Per Week: _____

Please indicate your weekly availability:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
All Day							
Morning Only							
Afternoon Only							

Personal Information

Are you a U.S. Citizen or approved to work in the United States? Yes No

What documentation can you provide as proof of citizenship of legal status? _____

Are you a current/ former member of the Armed Services? Yes No

How many years did you serve in the military? _____

What military skills do you possess that would be an asset for this position?

Job Skills/ Qualifications

Please list below the skills and qualifications you possess for the position for which you are applying:

(Note: Andre & Son, Inc. complies with the ADA and considers reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions.)

Education/ Training

High School

Name	Location (City, State)	Year Graduated	Degree Earned

College/ University

Name	Location (City, State)	Year Graduated	Degree Earned

Vocational School/ Specialized Training

Name	Location (City, State)	Year Graduated	Degree Earned

Valid Driver's License: Yes No State: _____ CDL Rating: _____

Please list specific skills, certifications, trainings, or experience that would be an asset for this position:

Previous Employment

Employer Name: _____

Job Title: _____

Supervisor Name: _____

Employer Address: _____

Employer Phone: _____

Dates Employed: _____

Reason for Leaving: _____

Can we contact this employer as a reference? Yes No

Your Responsibilities: _____

Employer Name: _____

Job Title: _____

Supervisor Name: _____

Employer Address: _____

Employer Phone: _____

Dates Employed: _____

Reason for Leaving: _____

Can we contact this employer as a reference? Yes No

Your Responsibilities: _____

Employer Name: _____

Job Title: _____

Supervisor Name: _____

Employer Address: _____

Employer Phone: _____

Dates Employed: _____

Reason for Leaving: _____

Can we contact this employer as a reference? Yes No

Your Responsibilities: _____

Personal/ Professional References

Please list three people who are not related to you who have knowledge of your qualifications for the position for which you are applying:

Name: _____

Address: _____

Phone: _____

Relationship: _____

Name: _____

Address: _____

Phone: _____

Relationship: _____

Name: _____

Address: _____

Phone: _____

Relationship: _____

Please list any other skills, hobbies, outdoor activities, or experience that may be an asset to this position:

At-will Employment:

The relationship between you and ANDRE & SON, INC. is referred to as "employment at will." This means that your employment can be terminated at any time for any reason, with or without cause, with or without notice, by you or ANDRE & SON, INC. No representative of ANDRE & SON, INC. has the authority to enter into any agreement contrary to the foregoing "employment at will" relationship. You understand that your employment is "at will," and that you acknowledge that no oral or written statements or representations regarding your employment can alter your at-will employment status, except for a written statement signed by you and either our Company's Present or Secretary.

Signature of Applicant: _____ Date: _____

Printed Name of Applicant: _____

I hereby certify that the answers and other information on this application are true and correct and that I understand any misrepresentation or omission of facts on my part will be justification for separation from the company's service, if employed. I understand that my employment may be contingent upon receipt of an alien registration number, verification of birth, and any other pertinent information bearing upon my employment.

Further, I authorize ANDRE & SON, INC., to conduct a full and complete investigation regarding any and all statements made on this application to justify my fitness for this position for which I have herein applied.

Signature of Applicant: _____ Date: _____

Printed Name of Applicant: _____

We appreciate your providing this application. You will be contacted for a personal interview according to the results of the reviews of this application. Thank you.

ANDRE & SON, INC.