

# APPLICATION OF EMPLOYMENT

It is the policy of this company to provide equal employment opportunity to all qualified person without regard to race, creed, color, religious belief, sex, age, national origin, physical or mental handicap or veteran status.

POSITION APPLYING FOR \_\_\_\_\_

## PERSONAL INFORMATION

First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last Name \_\_\_\_\_

Current Address:

Street and Apt. # \_\_\_\_\_ Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Permanent Address (if different from above)

Street and Apt. # \_\_\_\_\_ Town \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Social Security #: \_\_\_\_\_ Driver License #: \_\_\_\_\_ State: \_\_\_\_\_

I am a U.S. Citizen or otherwise authorized to work in the United States on unrestricted basis: \_\_\_ Yes \_\_\_ No

If applicable, please list your visa type, visa number and expiration: \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_ Yes \_\_\_ No

If yes, please explain: \_\_\_\_\_

## EMPLOYMENT HISTORY

### Present or Most Recent Employer:

Employer: \_\_\_\_\_ Address: \_\_\_\_\_

Your Position: \_\_\_\_\_ Salary: \_\_\_\_\_

Duties: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_

Supervisor: \_\_\_\_\_ May we contact? \_\_\_ Yes \_\_\_ No

Name

Title

Reason for Leaving: \_\_\_\_\_

**EMPLOYMENT HISTORY**

**Prior Employer:**

Employer: \_\_\_\_\_ Address: \_\_\_\_\_

Your Position: \_\_\_\_\_ Salary: \_\_\_\_\_

Duties: \_\_\_\_\_  
\_\_\_\_\_

Dates of Employment: \_\_\_\_\_

Supervisor: \_\_\_\_\_ May we contact?  Yes  No

Name

Title

Reason for Leaving: \_\_\_\_\_  
\_\_\_\_\_

**Prior Employer:**

Employer: \_\_\_\_\_ Address: \_\_\_\_\_

Your Position: \_\_\_\_\_ Salary: \_\_\_\_\_

Duties: \_\_\_\_\_  
\_\_\_\_\_

Dates of Employment: \_\_\_\_\_

Supervisor: \_\_\_\_\_ May we contact?  Yes  No

Name

Title

Reason for Leaving: \_\_\_\_\_  
\_\_\_\_\_

**EDUCATION**

**High School**

Name and Address: \_\_\_\_\_

Did you graduate?:  Yes  No Attended from \_\_\_\_\_ to \_\_\_\_\_

If you did not graduate, did you receive your a GED?  Yes  No

**College or University**

Name and Address: \_\_\_\_\_

Did you graduate?:  Yes  No Attended from \_\_\_\_\_ to \_\_\_\_\_

If you did not graduate, did you receive your a GED?  Yes  No

## Position Information

How did you hear about this job? \_\_\_\_\_

What hours are you willing to work? \_\_\_\_\_

Would you be able to work on weekends? \_\_\_\_ Yes \_\_\_\_ No

When would you be able to start? \_\_\_\_\_

Desired salary: \_\_\_\_\_

I hereby certify that my answers and assertions set forth in this application are true and complete to the best of my knowledge. If I am employed, I understand that any false statements on this application shall be considered sufficient cause for my dismissal. I authorized **Nicole Marie Fashion Boutique** to investigate any aspect of my prior education and employment history. All positions at **Nicole Marie Fashion Boutique** are employment at will meaning that for any reason either the employee or the employer may terminate employment without notice.

This application does not represent a contract of employment.

**Nicole Marie Fashion Boutique** prides itself on strong relationships with customers every time they visit regardless of purchase! We are advisors to the customer and always strive to make every visit fun and memorable. Our staff need strive for excellence at all times, be diligent, attentive, professional, and perform their duties in an outstanding, enthusiastic, and proud manner at all times. The Team at Nicole Marie exhibits a level of customer focus and fashion expertise to be emulated.

Duties and responsibilities include sales, assisting customers with sizing, making recommendations to customers, unpacking shipments, cleaning the store, opening activities, maintaining the look and appearance of the boutique, distributing flyers, making telephone calls to customers about new offers, customer services, and general duties as determined by the manager and owners of Nicole Marie related to operations and sales.

The primary responsibility to work with colleagues to attain company revenue objectives.

By signing this application you hereby acknowledge the statements in these clause and that you have read, understand, and agree to these terms.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Today's Date