

# Hello Gorgeous

## Application for Employment

Position Applying For:	Name (Last, First, Middle):	Other names under which you have attended school or been employed:		
Street Address:		City, State & Zip:		
Social Security Number:	Home Phone:	Work Phone:	Other Phone:	
Are you eligible to work in the United States?	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Are you 18 years of age or older?	<input type="checkbox"/> Yes <input type="checkbox"/> No		If NO, what is your current age?	
Have you ever been employed by <i>Hello Gorgeous</i> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No		If YES, dates of employment & reason for leaving:	
Do you know any current employees of <i>Hello Gorgeous</i> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No		If YES, their name & their relationship to you?	
How did you learn about this employment opportunity at <i>Hello Gorgeous</i> ?				
Check all that apply:				
<input type="checkbox"/> Job Bulletin (Posting)	<input type="checkbox"/> Walk-in	<input type="checkbox"/> Website	<input type="checkbox"/> Dept. of Labor	<input type="checkbox"/> Ad in <i>magazine</i>
<input type="checkbox"/> Referral by employee	<input type="checkbox"/> Ad in <i>newspaper</i>	<input type="checkbox"/> Other: _____		
<b>Emergency Contact Information:</b>				
Name _____		Relationship _____		
Address _____				
Home Phone _____		Cell Phone _____		

### EDUCATION

Name of School	City/State	Did you graduate?	If No, years left to Graduate	If Yes, year of Graduation	Degree /Diploma Received	Major
High School:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
GED:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
Other School:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
College:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
Other credentials/ licenses/ professional affiliations, etc., which are relevant to the job for which you are applying.						

**SKILLS:** Please list technical skills, clerical skills, trade skills, etc., relevant to this position. Include relevant computer systems and software packages of which you have a working knowledge, and note your level of proficiency (basic, intermediate, expert)

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**WORK EXPERIENCE**

Dates Employed (most recent position) From:            To:	<input type="checkbox"/> Full time <input type="checkbox"/> Part-time	Title:
Starting Salary:	Organization Name and Address:	
Final Salary:		
Supervisor's Name, Title and Phone:	Other Reference Name, Title and Phone:	Contact my current references: <input type="checkbox"/> At any time <input type="checkbox"/> Only if I am a finalist candidate
Primary duties:		Reason for Leaving:
Dates Employed (most recent position) From:            To:	<input type="checkbox"/> Full time <input type="checkbox"/> Part-time	Title:
Starting Salary:	Organization Name and Address:	
Final Salary:		
Supervisor's Name, Title and Phone:	Other Reference Name, Title and Phone:	Contact my current references: <input type="checkbox"/> At any time <input type="checkbox"/> Only if I am a finalist candidate
Primary duties:		Reason for Leaving:

**PLEASE READ CAREFULLY AND SIGN THAT YOU UNDERSTAND AND ACCEPT THIS INFORMATION.**

I certify that the information on this application and its supporting documents is accurate and complete. I understand and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. I authorize *Cello Gorgeous* to investigate, without liability, all statements contained in this application and supporting materials. I authorize references and former employers, without liability, to make full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a physical exam, criminal and credit background investigation, and/or screening for illegal substances upon conditional offer of employment. I understand that this document is NOT an offer of employment, and that an offer of employment, if tendered, does NOT constitute a contract for continued guaranteed employment. I understand that staff employees of *Cello Gorgeous* serve at-will, and the employment relationship may be terminated at any time by either party, or any or no reason, other than a reason prohibited by law. If employed, I will be required to furnish proof of eligibility to work in the United States. I understand that any benefits I receive may be subject to change or discontinuation at any time without prior notice. I understand that the first SIX MONTHS of regular employment represent a provisional period, during which I would not be eligible to apply for promotion and during which I may be terminated with right of appeal.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_