



APPLICATION FOR EMPLOYMENT

ONLY FULLY COMPLETED APPLICATIONS WILL BE PROCESSED

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital status, or any other legally protected status.

(PLEASE PRINT CLEARLY)

Name _____	Position(s) Applied For _____	Date _____
Address _____ City _____		
State _____	Zip Code _____	Telephone number _____
Alternate number _____		
How Did You Learn About Us?		
<input type="checkbox"/> Advertisement <input type="checkbox"/> Friend <input type="checkbox"/> Inquiry <input type="checkbox"/> Employment Agency <input type="checkbox"/> Relative <input type="checkbox"/> Other _____		

Best time to contact you _____

If you are under 18 years of age, can you provide required proof of your eligibility to work? ☐ Yes ☐ No

Have you ever filed an application with us before? ☐ Yes ☐ No If Yes, give date _____

Have you ever been employed with us before? ☐ Yes ☐ No If Yes, give date _____

Do any of your friends or relatives work here? ☐ Yes ☐ No

If yes, state: Name: _____ Relationship: _____ Location: _____

Are you currently employed? ☐ Yes ☐ No May we contact your present employer? ☐ Yes ☐ No

Are you prevented from lawfully becoming employed in this country because of Visa/Immigration Status? ☐ Yes ☐ No

Proof of citizenship or immigration status will be required upon employment.

Have you been convicted of a crime? Yes No

If yes, please explain: (Include dates, court of jurisdiction and conviction)

Date available for work _____ What is your desired salary? \$ _____

I am available to work: ☐ Full Time ☐ Part Time (Mornings Afternoon Evenings) ☐ Temp (dates _____ - _____)

Are you currently on "lay off" status to recall ☐ Yes ☐ No Can you travel if a job requires it? ☐ Yes ☐ No

Military Service ☐ Yes ☐ No Duty/Specialized training _____

EDUCATION

School	Name/Address	Course of Study	No. of Years Completed	Diploma/Degree

TELL US ABOUT YOURSELF

State any additional information you feel may be helpful to us in considering your application. **What special skills or experience do you offer by joining the Timeless Team?**

REFERENCES Do not include family members or past supervisors

Name	Phone Number	Years Known	Occupation

HOBBIES AND INTERESTS OUTSIDE OF WORK

EMPLOYMENT EXPERIENCE

Employer	Dates From	Employed To	Work Performed
Address			
	Hourly Starting	Salary Final	
Telephone Number			
Starting/Present Job Title			May We Contact <input type="checkbox"/> Yes <input type="checkbox"/> No
Supervisor			
Reason for leaving (be specific)			
Employer	Dates From	Employed To	Work Performed
Address			
	Hourly Starting	Salary Final	
Telephone Number			
Starting/Present Job Title			May We Contact <input type="checkbox"/> Yes <input type="checkbox"/> No
Supervisor			
Reason for leaving (be specific)			
Employer	Dates From	Employed To	Work Performed
Address			
	Hourly Starting	Salary Final	
Telephone Number			
Starting/Present Job Title			May We Contact <input type="checkbox"/> Yes <input type="checkbox"/> No
Supervisor			
Reason for leaving (be specific)			

Outside Employment: Do you have a second job? ☐ Yes ☐ No If yes, name of employer _____
Describe work performed: _____

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at anytime and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization. In the event of employment, I understand that false or misleading information given in my application or interviews(s) may result in discharge. I understand also, that I am required to abide by all rules and regulations of the Employer.

Signature of Applicant

Date

Office Use Only

Interviewed and hired by: _____ Date: _____

Start Date and Orientation _____ Supervisor: _____

Ready Made ☐ Décor ☐ Warehouse ☐ Expressions ☐

Job Title: (Circle one) Production Team Member Maintenance Driver

9/27/11