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Where color & fire create magic

Employment Application

Applicants must pass a background check and may be tested for illegal drugs before employment.

Please PRINT all information except signature.

Applicant Information

Full Name: _____
First Last Middle Initial Maiden Name

Address: _____
Street Address Apt. #

City State Zip

Phone #: _____ Email: _____

Social Security No. _____ If under 18, list age: _____ Date: _____

Position desired: _____ Date available: _____ Desired salary: _____

Full time [] Part-time [] Full or Part Time [] How many hours weekly: _____

Are you willing to work weekends: _____ Are you willing to work nights: _____

Please list any days in the next 3 months that you are unavailable to work: _____

Are you a citizen of the United States? _____ Are you authorized to work in the United States? _____

Have you ever been convicted of a felony? _____ If yes, explain: _____

Person to be notified in case of emergency: _____ Phone: _____

Education Information

High School: _____ Address: _____

From: _____ To: _____ Did you graduate: _____ Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate: _____ Diploma: _____

Business/Trade School: _____ Address: _____

From: _____ To: _____ Did you graduate: _____ Diploma: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate: _____ Diploma: _____

Work Experience

List work experience for the past 5 years beginning with your most recent employment.

Employer:	_____	Phone:	_____
Address:	_____	Supervisor:	_____
Job Title:	_____	Starting pay: \$	_____ Ending pay: \$
From:	_____ To:	_____ Reason for leaving:	_____ May we contact employer:
Job Responsibilities:	_____		

Employer:	_____	Phone:	_____
Address:	_____	Supervisor:	_____
Job Title:	_____	Starting pay: \$	_____ Ending pay: \$
From:	_____ To:	_____ Reason for leaving:	_____ May we contact employer:
Job Responsibilities:	_____		

Employer:	_____	Phone:	_____
Address:	_____	Supervisor:	_____
Job Title:	_____	Starting pay: \$	_____ Ending pay: \$
From:	_____ To:	_____ Reason for leaving:	_____ May we contact employer:
Job Responsibilities:	_____		

References

List 3 personal references other than relatives that you have known for at least a year.

Name:	_____	Phone:	_____
Address:	_____	Email:	_____
Relationship:	_____	Years known:	_____

Name:	_____	Phone:	_____
Address:	_____	Email:	_____
Relationship:	_____	Years known:	_____

Name:	_____	Phone:	_____
Address:	_____	Email:	_____
Relationship:	_____	Years known:	_____

Questions for Consideration

Do you have any artistic skills or other experience related to the position you are applying for?

Are there any accomplishments that you are especially proud of?

What is your definition of excellent customer service ?

Anything else you'd like us to consider ?

Disclaimer & Signature

By signing, I hereby certify that the above information, to the best of my knowledge, is correct. I understand that falsification of this information may prevent me from being hired or lead to my dismissal if hired. I also provide consent for former employers, schools and references to be contacted regarding my personal and work information. I understand that satisfactory results of a comprehensive background check will be required for initial and continued employment by Fire It Up Pottery & Art Studio. I understand that either myself or Fire It Up Pottery & Art Studio may end the employment relationship at any time, without specified notice or reason. I further understand that if hired my employment shall be probationary for a period of 90 days, and that anytime within the probationary period or thereafter, my employment relationship with Fire It Up Pottery & Art Studio is terminable at will for any reason by either party.

Signature of Applicant: _____ Date: _____

Interviewed by: _____ Date: _____