

Colonial Classics

WELCOME! Colonial Classics, Inc. feels that the key to our past and future success lies in our people. That's why we make every attempt to hire good people, train them, listen to them, and help them become the very best in the industry.

Our Mission Statement: "TO PROVIDE A WORK EXPERIENCE THAT WILL ENABLE PEOPLE TO ACHIEVE THEIR FULL POTENTIAL AND OFFER THE BEST VALUE OF GOODS AND SERVICES TO BEAUTIFY OUR CUSTOMER'S ENVIRONMENT."

Thank you for your application. (PLEASE PRINT)

DATE: ____/____/____

GENERAL INFORMATION:

Full Name: (PRINT) _____

LAST

FIRST

MIDDLE

Years at

Present Address: _____

address? ____

NUMBER & STREET

CITY

STATE

ZIP

Previous Address: _____

Years at

NUMBER & STREET

CITY

STATE

ZIP

address? ____

Phone Number: ____ - ____ - ____ Email address: _____

Are you legally eligible to be employed in the U.S.? **YES** or **NO**

Were you a member of the U.S. Armed Service? **YES** or **NO** Which Branch/ Rank? _____

Present membership in National Guard or Reserves? **YES** or **NO** Dates of Enlistment: **FROM:** ____ **TO:** ____

Have you EVER been convicted of a felony OR serious misdemeanor? **YES** or **NO** If yes, explain: _____

Are you 18 years of age or older? **YES** or **NO** Do you have a current & valid driver's license? **YES** or **NO**

Would you agree to a urinalysis for narcotics/ alcohol detection? **YES** or **NO**

(APPLICANTS MAY BE SUBJECTED TO DRUG TEST PRIOR TO EMPLOYMENT AT COLONIAL CLASSICS, INC'S DISCRETION.)

DESIRED EMPLOYMENT:

What position are you interested in? _____ Salary Desired: _____

Are you employed now? **YES** or **NO** If YES, may we contact your present employer? **YES** or **NO**

Have you ever applied at Colonial before? **YES** or **NO** If YES, where/ when? _____

Relatives/ Friends employed here? **YES** or **NO** Name(s): _____ Relationship: _____

What interests you in Colonial? _____

AVAILABILITY:

Total hours available per week: _____ Date you can start: ____/____/____

Do you have transportation to/ from work? **YES** or **NO** How far do you live from the store? _____

Do you anticipate any transportation problem in getting to work? **YES** or **NO**

HOURS AVAILABLE

	MON.	TUES.	WED.	THURS.	FRI.	SAT.	SUN.
FROM:							
TO:							

REFERENCES:

Give the names of three persons NOT related to you, whom you have known AT LEAST one year.

1. Name: _____ Phone Number: _____ Years Acquainted: _____
Address: _____ Business: _____
2. Name: _____ Phone Number: _____ Years Acquainted: _____
Address: _____ Business: _____
3. Name: _____ Phone Number: _____ Years Acquainted: _____
Address: _____ Business: _____

EDUCATION:

Graduated?

Number of Years Completed

Major

High School: _____ YES or NO _____
College: _____ YES or NO _____
Other: _____ YES or NO _____
Extracurricular Activities: _____
Area of special interest or research study: _____

WORK EXPERIENCE:

(If not applicable, list U.S. Military or work performed on a voluntary basis)

Company #1 (Present or Most Recent Employer): _____
Address: _____ Phone number: _____ - _____ - _____
Supervisor's Name: _____
Date of Employment (Month & Year): From: ____/____/____ Beginning Salary: _____
To: ____/____/____ Ending Salary: _____
Position Held: _____ May we contact this employer? YES or NO
Job Duties: _____ Average hours worked per week: _____
Reason for Leaving: _____

Company #2 (Present or Most Recent Employer): _____
Address: _____ Phone number: _____ - _____ - _____
Supervisor's Name: _____
Date of Employment (Month & Year): From: ____/____/____ Beginning Salary: _____
To: ____/____/____ Ending Salary: _____
Position Held: _____ May we contact this employer? YES or NO
Job Duties: _____ Average hours worked per week: _____
Reason for Leaving: _____

It is Colonial Classics' policy that every applicant be treated fairly without regard to race, creed, sex, age disabilities, religion or national origin.

I understand I am applying for employment which can be terminated at will by either myself or Colonial Classics Inc. at any time and that nothing contained in any manual, brochure, or other Colonial materials shall constitute an implied contract of employment. No Colonial representative has the authority to make any contrary agreement.

I certify that the information contained in this application is correct to the best of my knowledge and understand that deliberate falsification of this information is grounds for dismissal in accordance with Colonial's policy. I authorize the references listed to give Colonial's representative any and all information concerning my previous employment and pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to Colonial.

SIGNATURE: _____ **DATE:** ____/____/____

IF FORM IS NOT FILLED OUT COMPLETELY, YOUR APPLICATION WILL BE CONSIDERED INVALID