

The Shoe Mart of Newnan

Employment Application

Office Use Only

Date of Interview : / /

Pay Rate: \$ _____/hr

APPLICANT INFORMATION

Last Name		First		M.I.	Date	
Street Address				Apartment/Unit #		
City			State	ZIP		
Phone			E-mail Address			
Date Available		Social Security No.		Desired Salary		
Are you able to work any day of the week? (Including weekends & some holidays)			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no please explain below:	
If you are under 18 years of age, can you provide a work permit?		YES <input type="checkbox"/> NO <input type="checkbox"/> If no, please explain:				
Are you legally allowed to work in the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Type of employment desired:	All positions are part-time	
Have you ever worked for this company?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?		
Have you ever pleaded guilty, no contest, or been convicted of a crime?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Driver's license number:	State:	
If yes, please give dates and details:						
<i>Answering yes to these questions does not constitute an automatic rejection for employment. Date of the offence, seriousness and nature of the violation, rehabilitation and position applied for will be considered.</i>						

EDUCATION

High School				Address			
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
College				Address			
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other				Address			
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

Special Skills & Qualifications:

REFERENCES*Please list three professional references.*

Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			

PREVIOUS EMPLOYMENT

Company				Phone		
Address				Supervisor		
Job Title		Starting Salary	\$		Ending Salary	\$
Responsibilities						
From	To	Reason for Leaving				
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>						
Company				Phone		
Address				Supervisor		
Job Title		Starting Salary	\$		Ending Salary	\$
Responsibilities						
From	To	Reason for Leaving				
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>						
Company				Phone		
Address				Supervisor		
Job Title		Starting Salary	\$		Ending Salary	\$
Responsibilities						
From	To	Reason for Leaving				
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>						

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature

Date