

Employment Application

TRENDZ the salon spa & beauty boutique is an Equal Opportunity Employer and does not discriminate on the basis of race, color, creed, national origin, ancestry, religion, age, citizenship, sexual orientation, marital or veteran status, disability or handicap.

PERSONAL			
Last Name:		First Name:	
Current address:			
City:	State:	ZIP Code:	
Telephone ()	Work phone ()	Cell phone ()	
Home Email:			
Position desired: time		<input type="checkbox"/> full-	Salary desired:
		<input type="checkbox"/> part-time	

Are you at least 18 years or older? Yes No If not, will you be able to obtain the necessary working papers? Yes No

Are you either a U.S. Citizen or do you currently have unrestricted authorization to work for any employer in the U.S.? Yes No

May we contact your current Employer? Yes No If no, your current Employer will only be contacted with your consent or after you have given notice of resignation.

List the current or most recent employer first. Please note that base salary does not include bonus, commission, benefits, overtime, or other salary incentives.

EMPLOYMENT			
Employer:		Employer address:	
Your position:		HIRE DATE:	
Description of Duties:		DATE LEFT:	
Supervisor's Name & Title:		Supervisor's telephone ()	
Reason for leaving:		Starting base salary: Current/Last base salary: Overtime/bonus/commission/etc:	
Previous employer:		Address:	
Your position:		HIRE DATE:	
Description of Duties:		DATE LEFT:	
Supervisor's Name & Title:		Supervisor's telephone ()	
Reason for leaving:		Starting base salary: Current/Last base salary: Overtime/bonus/commission/etc:	
Previous employer:		Address:	
Your position:		HIRE DATE:	
Description of Duties:		DATE LEFT:	
Supervisor's Name & Title:		Supervisor's telephone ()	
Reason for leaving:		Starting base salary: Current/Last base salary: Overtime/bonus/commission/etc:	

EDUCATION					
Schools	Name and Location	Areas of Study <small>Major(s) Minor(s)</small>	# of Years Completed	Did you Graduate?	Degree Awarded
High School				Yes / No	

College or University				Yes / No
Graduate, Business or Other				Yes / No
Relevant State Licenses/Certifications held: (Please attach a copy of your current license or licenses.)				
Relevant Office Skills/Software:				

References: Give below the names of two business associates or clients with whom you have worked.

REFERENCES			
Name	Telephone Number	How Known	Years Known

Referred by: Ad Employee -- Name: _____ Other: _____

Have you ever been convicted of or have you pleaded guilty to a felony or misdemeanor (exclude minor traffic offenses or convictions which have been sealed or expunged)?

No Yes – Please explain:

* A conviction record will not necessarily be a bar to employment. This information will be used only for job-related purposes and only to the extent consistent with applicable law.

How does your work experience qualify you for a position with TRENDZ the salon spa?

Why would you want to work at TRENDZ the salon spa & beauty boutique?

Please tell us a little about your personality.

Read each of these statements carefully and affirm that you understand and consent to them by signing at the bottom of the page. Please date your signature.

False Application False answers or omissions to questions or false statements or omissions made on this application, during interviews or in your resume, or in supplement thereto, including, but not limited to, with respect to duties, responsibilities, job title or salary and bonus information, may invalidate your application, or, if you are hired, may be grounds for discharge from employment.

Employment is “At Will” Employment at TRENDZ the salon spa is for an indefinite and unspecified duration. If you are hired, you may leave employment at will, and the Company may discharge you or any or all other employees at any time, without notice, for any reason not prohibited by law. The preceding sentence may not be changed or superseded by any oral or written statement, Company manual, policy, or benefit plan.

Immigration Reform and Control Act (IRCA) This federal law prohibits the employment of unauthorized aliens and further requires that, if you are hired, TRENDZ the salon spa & beauty boutique verifies your identity and your authority to work in the United States on a Form I-9, even if you are a U.S. Citizen. This must be done within three days from when you begin employment. You are responsible for obtaining and providing the documentation required to perform the verification. Failure to provide required information will result in termination of employment. (Information concerning the verification procedure and requirements is available upon request.)

Medical/Substance Abuse Testing In applying for and during employment, you agree to voluntarily participate and cooperate, if so requested by the Company and as not prohibited by applicable law, in 1.) blood, urine, or other forms of testing to determine the presence of controlled drugs, illegal substances, or alcohol, and 2.) post-offer medical physical examinations. Such tests or examinations will be performed by qualified medical professionals selected by the Company, and you hereby authorize them to release the results of these tests or exams to TRENDZ the salon spa.

Applicant Acknowledgement

Signature of Applicant

Date

Authorization I voluntarily give TRENDZ the salon spa & beauty boutique or its authorized agent the right to make any investigation of my background deemed necessary by them including, but not limited to, my present and former employment, my educational background, and my personal or professional references; and I hereby authorize those persons or institutions contacted by TRENDZ the salon spa & beauty boutique or its agents to provide the information requested, including the reasons for termination of my employment, work performance, and other information pertinent to my qualifications for employment. Any offer of employment is contingent upon the successful completion of the Company’s total pre-employment screening process.

Signature of Applicant

Date