

STAFF APPLICATION FORM

Last name: _____ First name: _____
(please print)

Phone: _____ Birthdate: _____/_____/_____
(m) (d) (y)

E-mail: _____ Fax: _____

Address: _____
(Street)

(City) (State/Province) (Zip code/Postal code)

Are you currently employed? [] Yes [] No

What is your present occupation? _____

When are you available to start work? _____

What is your past experience?

1. _____
2. _____
3. _____

What is your past education?

- _____
- _____
- _____

Please list any volunteer work you do:

1. _____
2. _____
3. _____

What do you like to do in your spare time?

- _____
- _____
- _____

Please list two previous places of employment:

(Business name)

(Employer's/Manager's name)

(Phone number)

Why did you leave? _____

Can we call for a reference?

[] Yes [] No

(Business name)

(Employer's/Manager's name)

(Phone number)

Why did you leave? _____

Can we call for a reference?

[] Yes [] No

References

Please list at least two references (other than family):

| | | |
|------------------------------|------------------------------|-------|
| _____ | _____ | _____ |
| <i>(Name)</i> | <i>(Name)</i> | |
| _____ | _____ | _____ |
| <i>(Position/Occupation)</i> | <i>(Position/Occupation)</i> | |
| _____ | _____ | _____ |
| <i>(Phone number)</i> | <i>(Phone number)</i> | |

Can we call for a reference? Can we call for a reference?

[] Yes [] No [] Yes [] No

What are the top three reasons why you would like to work here? What are three characteristics you believe are found in a great staff member?

1. _____

2. _____

3. _____

Are you confident that you either possess these characteristics or have the ability to learn them?

[] Yes [] No

At this job, constant cleaning is required. Is this something that you will mind doing? [] Yes [] No

We have a strict uniform policy. Are you prepared to adhere to our dress code at all times? [] Yes [] No

We also require that you maintain a positive mental attitude with staff and customers whenever you are at work. Do you feel that you would be able to do this? [] Yes [] No

Five years from now, what do you see yourself doing?

Is there any other information about you that you feel we should know?

I, the undersigned, declare that the statements made in this application form are to the best of my knowledge true and correct.

(Applicant's signature)

Today's date: _____ / _____ / _____
(m) (d) (y)

Thank you for taking the time to complete this application.
We look forward to having you work with us some day!