



Employment Application

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(609) 718-0888

be bold. be daring. be [You].

Date: _____

This application form is intended for use in evaluating your qualifications for employment. Please answer all appropriate questions completely and accurately. False or misleading statements during the interview and on this form are grounds for terminating the application process or, if discovered after employment, terminating employment. We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status. Offers of employment are conditioned on successfully passing a background and drug/alcohol screen. Hair Worx Salon + Beauty Bar is an Equal Opportunity Employer.

Applicant Instructions:

- 1. Please Print Clearly: Incomplete or Illegible Applications Will Not Be Processed.
Please Note: "N/A" If not answering a question
2. Provide Only Requested Information. Failure to do so May Result in Disqualification of your Application.
3. If More Space is needed to Complete Any Questions, Use the Comments Sections.
4. Complete All Pages.

Personal Information

Name: _____
Address: _____
City & State: _____
Home Phone: _____ Cell Phone: _____
Alternative Phone: _____ Email: _____
Social Security No: _____ Date of Birth: _____

Emergency Contact Information

Name: _____
Address: _____
City & State: _____
Primary Phone: _____ Alternative Phone: _____
Relationship: _____

How Did You Learn About Us

Advertisement: _____ Friend/Relative: _____ Employment Agency Other: _____

Position & Experience Information

Have you every applied for employment with Hair Worx Salon + Beauty Bar Yes No Dates: _____ before?

Position for which you are applying: _____ Date Available: _____

Work Availability: Full Time Part Time Weekends Temporary Seasonal

Years of Industry Experience: 0 – 2 3 – 6 7 – 10 11 – 14 15+ Current Salary: _____

Desired Salary/Hourly Rate: _____ Desired Commission: _____

Describe any special skills you have, which might be related to the position you are applying for:

List languages that you speak and read fluently other than English: _____

Work Authorization & Driving History

If hired, can you provide proof that you are at least 18 years of age or Older? Yes No

If hired, can you provide proof that you are a U.S. citizen or Non-Citizen eligible to work in the U.S.? Yes No

Do You Have a Valid Drivers License? Yes No

License #: _____ State of Issue: _____ Expiration: _____

Have you had any motor vehicle accidents in the past 5 years? Yes No

Have you had any moving violations (other than seatbelt) in the past 5 years? Yes No

Have you had your license suspended or revoked in the past 5 years? Yes No

Have you ever been convicted of a DUI? Yes No

Education, & Training

Type of School	Name of School & Complete Mailing Address	Years Completed	Degree or Cert. Obtained
High School			
College			
Trade/Business			
Professional			
Other			

Employment History

*Please Note: Your application will not be considered unless every question in this section is answered. Since we will make every effort to contact previous employers, **the correct telephone numbers of past employers are critical.** Starting with the most recent employer, list full and part-time jobs, summer or volunteer work. Include any job-related military assignments and volunteer activities. You may exclude organizations which would reveal race, color, religion, gender, national origin, disabilities, or other protected status.*

Employer: _____ Supervisor Name: _____

Complete Address: _____ Phone : _____

Nature of Business: _____

Dates of Employment: _____ Salary/Hourly/Commission: _____

From: _____ To: _____ Starting: _____ Ending: _____

Job Title(s): _____

Responsibilities / Duties: _____

Reason For Leaving (be specific): _____

Are Your Currently Working for This Employer? Yes No May We Contact? Yes No

Employer: _____ Supervisor Name: _____

Complete Address: _____ Phone : _____

Nature of Business: _____

Dates of Employment: _____ Salary/Hourly/Commission: _____

From: _____ To: _____ Starting: _____ Ending: _____

Job Title(s): _____

Responsibilities / Duties: _____

Reason For Leaving (be specific): _____

Are Your Currently Working for This Employer? Yes No May We Contact? Yes No

Employer: _____ Supervisor Name: _____

Complete Address: _____ Phone : _____

Nature of Business: _____

Dates of Employment: _____ Salary/Hourly/Commission: _____

From: _____ To: _____ Starting: _____ Ending: _____

Job Title(s): _____

Responsibilities / Duties: _____

Reason For Leaving (be specific): _____

Are Your Currently Working for This Employer? Yes No May We Contact? Yes No

General Qualifications

Are you licensed: Yes No State: _____ License No.: _____

Describe any specialized job-related training, apprenticeship and skills, state any additional information you feel may be helpful to us in considering your application:

What are your long-term career goals:

What do you want to get out of working at Hair Worx Salon + Beauty Bar:

What do you believe are your **Top** three strengths:

1. _____
2. _____
3. _____

What do you believe are your **Top** three areas to improve:

1. _____
2. _____
3. _____

What is your average weekly Client count: _____

Obviously you would like to join our team, why should you be our first choice? How do you see yourself contributing to the growth of our company:

We are a sales and performance driven company. As such, you will have definite performance goals to meet. Will this be a problem for you: Yes No

Continued education is a cornerstone of our business. Are you committed to participating actively in continuing your professional education: Yes No

Are you willing to adapt to our salon’s training and artistic procedures: Yes No

Are you willing to help other stylists in the event of heavy workloads: Yes No

Are you willing to sign a non-compete agreement: Yes No

90 Day Introductory Period

All new Hair Worx Salon + Beauty Bar employees are considered to be in an initial introductory period for the first ninety (90) Days of employment. During this period, the company and the employee will have the opportunity to determine whether further employment with the company is mutually desirable.

Nothing about this initial introductory period changes the fact that all employment with the company is "AT WILL" and the employment relationship can be terminated by either the employee or the company at the time during or after the initial introductory period, for any reason, with or without cause.

I have read and understand the terms of the 90 Days Introductory Period.

I Agree: Yes No

Personal & Professional References *(Do Not Include Family)*

Name: _____ Phone: _____

Relationship: _____ Years Known: _____ Occupation: _____

Name: _____ Phone: _____

Relationship: _____ Years Known: _____ Occupation: _____

Name: _____ Phone: _____

Relationship: _____ Years Known: _____ Occupation: _____

Note to Applicants:

DO NOT answer this question unless you have been informed about the requirements of the job for which you are applying.

Are you capable of performing in a reasonable manner; with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? Yes No
A review of the activities involved in such a job or occupation has been given.

I certify that the answers given by me in this application and other information gleaned during the interview are true and correct without omissions of any kind. I understand that any misleading or incorrect statements will render this application void, and if employed will result in termination. I agree that Hair Worx Salon + Beauty Bar shall not be held liable in any respect if my employment is terminated because of false statements, answers or omissions made by me in this application.

I understand that any offer of employment or continued employment may be conditioned upon passing a background and drug/alcohol screening. Refusal to participate will result in termination or denial of employment. I also understand that the use of illegal drugs is prohibited during employment. I understand and agree that, if hired, my employment is for no definite period and may be terminated at any time without any prior notice. Hair Worx Salon + Beauty Bar is liable only for wages earned as of the date of termination.

I have completed this employment application with factual information to the best of my ability. I have read and understand the above paragraphs and abide by the consequences of providing false information on this application for employment.

Signature: _____

Date: _____

For Office Use Only

First Interview Date: _____ Interviewed By: _____

Second Interview Date: _____ Interviewed By: _____

Demonstration Date: _____ Reviewed By: _____

Action Taken: _____ Hire Date: _____

Notes:
