

Serenity Sun Tanning Employment Application

Applicant Information

Name:

Address:

Phone:

How were you referred to Serenity Sun Tanning?

Do you have any retail/customer service experience?

Availability - Please be honest with your answers, so we can set a schedule that will work for you and us.

What days and hours (Sunday-Saturday) are you available to work?

How many hours per week are you looking for? (Keep in mind that this is a part-time job)

Questionnaire

1. Why are you interested in working at Serenity Sun Tanning?
2. If hired, how long do you expect to work here?
3. What is customer service?
4. A customer complains about his/her tanning experience, what do you do?
5. Your shift is up and your replacement is late, how do you handle the situation?

Math Questions

1. A customer purchases a bottle of lotion for \$13.93. They pay with a ten dollar bill and a five dollar bill, how much change will they receive?
2. If one bottle of soda costs \$0.95, how much will 3 cost? How much will they cost with sales tax (6%) added on?

Personal Information

If hired, would you have transportation to & from work?

Are you eligible to work in the U.S?

If under the age of 18, do you have an employment certificate?

Have you been convicted of a violation of the law? If yes, please explain.

Education

High School

School Name: _____

School Address: _____

Did you graduate? Yes or No Year: _____

College/University

School Name: _____

School Address: _____

Did you graduate? Yes or No Year: _____

Degree: _____

Past Employment

Name of Business _____

Address _____

Phone _____

Position _____

Dates From _____ to _____

Supervisor _____

Reason for Leaving _____

Name of Business _____

Address _____

Phone _____

Position _____

Dates From _____ to _____

Supervisor _____

Reason for Leaving _____

Name of Business _____

Address _____

Phone _____

Position _____

Dates From _____ to _____

Supervisor _____

Reason for Leaving _____

References

Name _____

Phone _____

E-mail _____

Relationship _____

Name _____

Phone _____

E-mail _____

Relationship _____

“The facts set forth in this application for employment are true and complete. I understand that if employed, any false statement on this application may result in my dismissal. I further understand that this application is not intended to be a contract of employment.”

Signature of Applicant _____ Date _____

FOR MANAGER:

Interview Date:

Notes: