

All applicants for employment are required to complete and submit this Employment Application.

The Company does not discriminate on the basis of sex, age, color, race, religion, marital status, national origin, ancestry, sexual orientation, physical & mental disability, medical condition, genetic information, veteran status, or any other basis protected by federal, state or local law.

Last Name	First Name	Middle Initial
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Address

City	State	Zip Code	How long? ____ years ____ months
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Home Phone	Cell Phone Number	Social Security Number
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Email address	List all language(s) that you speak fluently.
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Position Applying For	Available Start Date
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Desired Employment Full-Time Part-Time Temporary/Contract

Current or Last Base Salary (exclude bonuses and value of benefits):	Desired Salary:
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How did you learn about this opening?

EDUCATION INFORMATION

Level Achieved	Name	City and State	Graduated	Graduation Date	Degree	Major
High School			<input type="checkbox"/> Yes <input type="checkbox"/> No			
Technical School			<input type="checkbox"/> Yes <input type="checkbox"/> No			
College University			<input type="checkbox"/> Yes <input type="checkbox"/> No			
Graduate School			<input type="checkbox"/> Yes <input type="checkbox"/> No			

Other education, training, certifications, licenses or special skills that you have which relate to this job?

REFERENCES (List three Business References)

Name	Company	Title of Supervisor	Telephone Number
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Have you ever been convicted of or received deferred adjudication or probation for a misdemeanor (other than minor traffic tickets) or felony or are you now under court supervision or awaiting trial or sentencing for any crime? Yes No If yes, please provide details:

1) Are you presently legally authorized to work in the United States? Yes No

2) If you are hired, will you be able to provide proof of your identity and employment eligibility? Yes No

FOR TRC PERSONNEL ONLY

Interviewed By:

EMPLOYMENT HISTORY						
Please complete for all full-time or part-time employment beginning with most recent employer. You may include as part of your employment history any verified work performed on a volunteer basis.						
Company:				Phone:		
Address:				Supervisor:		
Job Title:			Starting Salary:	\$	Ending Salary:	\$
Responsibilities:						
Start Date:	End Date:		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:						
Start Date:	End Date:		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:						
Start Date:	End Date:		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:						
Start Date:	End Date:		Reason for Leaving:			
May we contact your previous supervisor for a reference? Yes <input type="checkbox"/> No <input type="checkbox"/>						
Please explain any gaps in your employment history:						
Have you ever been discharged or forced to resign? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, explain:						
Did you receive any discipline in your last 12 months of active employment with your previous employer? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please explain:						

Date ____/____/____

MILITARY SERVICE (if applicable)		
Branch:	From:	To:
Rank at Discharge:	Type of Discharge:	
Describe any military skills, training or experience you believe are relevant to the job you applied for:		

PLEASE PROCEED TO PAGE 4

PLEASE READ CAREFULLY

I hereby authorize the potential employer to contact, obtain, and verify the accuracy of information contained in this application from all previous employers, educational institutions, and references. I also hereby release from liability the potential employer and its representatives for seeking, gathering and using such information to make employment decisions and all other persons or organizations for providing such information.

I understand that any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered.

If I am employed, I acknowledge that there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either I or the employer can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

Thank you for completing this application form and for your interest in The Retail Connection.

Applicant Signature

Print Name

Date