



Please print, complete and drop off in person to Enchanted Forest along with your Resume and cover letter. No calls or emails please, we will contact only those applicants who are selected for an interview. Thank you!

PERSONAL INFORMATION

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

What hours are you available to work? If your availability or needs will change over the summer months, please make note of these details on an additional page.

|       | MON | TUES | WED | THU | FRI | SAT | SUN |
|-------|-----|------|-----|-----|-----|-----|-----|
| From  |     |      |     |     |     |     |     |
| Until |     |      |     |     |     |     |     |

Starting rate/salary desired \$ \_\_\_\_\_ When can you start? \_\_\_\_\_

Desired number of hours per week \_\_\_\_\_ Maximum number of hours per week \_\_\_\_\_

EMPLOYMENT RECORD Please fill out completely. Attach additional page as needed.

Current/Most recent Employer

Company Name & Address: \_\_\_\_\_

Position & Duties: \_\_\_\_\_

Dates of Employment: \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_ Starting wage: \_\_\_\_\_ Ending wage: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone No: \_\_\_\_\_

Previous Employer

Company Name & Address: \_\_\_\_\_

Position & Duties: \_\_\_\_\_

Dates of Employment: \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_ Starting wage: \_\_\_\_\_ Ending wage: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Phone No: \_\_\_\_\_

**EDUCATION** Please include any high school, college/university, and additional training

| Name of school | Years | Course/Subject | Graduated Y/N | Certificate/Diploma/Degree |
|----------------|-------|----------------|---------------|----------------------------|
|                |       |                |               |                            |
|                |       |                |               |                            |
|                |       |                |               |                            |
|                |       |                |               |                            |

**TECHNICAL & SOCIAL MEDIA SKILLS** Only check those you feel proficient in.

- MS Word
- MS Excel
- MS Powerpoint
- Google Drive Apps
- Adobe Photoshop
- Video-editing apps
- Photo-editing apps
- Website Development
- Facebook
- Instagram
- YouTube
- Twitter
- Pinterest

**Do you have any other skills you feel would be an asset to our business?**

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**Why are you seeking a position at Enchanted Forest?**

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**Do you have any experience with pregnancy, cloth diapering, breastfeeding, early years of parenting, or older children?** (Experience with the above is not required, but we'd like to get an idea of your level of experience)

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**Describe your experience in customer service/sales, if applicable. Have you ever held a keyholder position?**

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**Describe your weaknesses- what are you trying to improve?**

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**What ideas do you have for the growth and future of Enchanted Forest?**

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**In what ways do you strive to reduce your ecological footprint?**

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**What other hobbies or community activities are you involved in?**

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**REFERENCES** Names of two persons (not relatives) who have known you and your work for the past three years. Please ensure at least one of the following is a reference from a current or past employer.

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

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**Please read the following carefully**

I hereby certify that the information contained in this application is true and correct and agree to have any of the statements checked by the company unless I have indicated to the contrary. I authorize the company to make confidential inquiry into my suitability for the position to which I am being considered and I hereby give my consent to past employers to release the information necessary to verify my work history. Further, I release all parties and persons from any and all liability for any damage that may result from furnishing such information to the company or from the company's use or disclosure of such information by the company or any of its agents, employees or representatives.

I understand that any misrepresentation, falsification, or material omission of information may result in my failure to receive an offer or, if I am hired, in my dismissal from employment. In consideration of my employment, I agree to conform to the rules and standards of the company, as they may be amended by the company from time to time in its discretion, and agree that my employment and compensation can be terminated at will, with or without cause, at any time, either at my option or at the option of the company. I understand that no employee or representative of the company has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing.

I declare, under penalty of perjury, that the statements I have made in this application are true and correct and that I have read, understand, and agree to all the provisions contained in this application.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_