 **Employment Application**

# GENERAL INFORMATION

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name (Last)** | **First** | | **Middle Initial** | **Home Number**  (   )     - |
| Mailing Address | **City** | State | Zip | **Cell Number** (   )     - |
| **E-Mail Address** | **School/College/University Attending** | | | **Grade/Year in School** |

# POSITION

|  |  |  |  |
| --- | --- | --- | --- |
| Position or Type of Employment Desired | | | **Will Accept:**  Part-Time  Full-Time  Temporary |
| **Salary Desired** | **How much would you like to work each week?** | **Date Available to Start** |

# SKILLS

**Please rate yourself on the following characteristics. (Be truthful. Very few people can answer 5 on all questions.)**

|  |  |  |  |
| --- | --- | --- | --- |
| Productivity | 1  2  3  4  5 | Work Quality | 1  2  3  4  5 |
| Enthusiasm/Attitude | 1  2  3  4  5 | Cooperation/  Working Relations | 1  2  3  4  5 |
| Initiative | 1  2  3  4  5 |
| Learning Ability | 1  2  3  4  5 | Attendance/Punctuality | 1  2  3  4  5 |
| Leadership Skills | 1  2  3  4  5 | Response to Authority | 1  2  3  4  5 |

**Do you have any talent in the following areas?**

|  |  |  |  |
| --- | --- | --- | --- |
| Graphic Design | Merchandising | Marketing | Customer Service |
| Social Media |  | | |

**Why do you want to work at Kademi?**

|  |
| --- |
|  |

**Why should we hire you?**

|  |
| --- |
|  |

**AVAILABILITY (Not your school schedule. When are you available to work? Provide time range such as “8am – 4:30pm”.)**

Note: Weekends are a requirement to work at Kademi. You will not work every weekend, but you will work a majority of them.

|  |  |  |  |
| --- | --- | --- | --- |
| Monday |  | Thursday |  |
| Tuesday |  | Friday |  |
| Wednesday |  | Saturday |  |

**WORK EXPERIENCE (Most recent first)**

|  |  |  |  |
| --- | --- | --- | --- |
| **EMPLOYER 1** | | | |
| **Employer** | **Telephone Number** (   )     - | | **From (Month/Year)** |
| **Address** | | |
| **Job Title** | **Number Employees Supervised** | | **To (Month/Year)** |
| **Specific Duties (Maximum 1000 characters)** | | |
| **Hours Per Week** |
|
| **Last Salary** |
|
| **Supervisor** |
|
| **Reason For Leaving** | | **May We Contact This Employer?**   Yes  No | |
| **EMPLOYER 2** | | | |
| **Employer** | **Telephone Number** (   )     - | | **From (Month/Year)** |
| **Address** | | |
| **Job Title** | **Number Employees Supervised** | | **To (Month/Year)** |
| **Specific Duties (Maximum 1000 characters)** | | |
| **Hours Per Week** |
|
| **Last Salary** |
|
| **Supervisor** |
|
| **Reason For Leaving** | | **May We Contact This Employer?**   Yes  No | |
| **EMPLOYER 3** | | | |
| **Employer** | **Telephone Number** (   )     - | | **From (Month/Year)** |
| **Address** | | |
| **Job Title** | **Number Employees Supervised** | | **To (Month/Year)** |
| **Specific Duties (Maximum 1000 characters)** | | |
| **Hours Per Week** |
|
| **Last Salary** |
|
| **Supervisor** |
|
| **Reason For Leaving** | | **May We Contact This Employer?**   Yes  No | |
| **EMPLOYER 4** | | | |
| **Employer** | **Telephone Number** (   )     - | | **From (Month/Year)** |
| **Address** | | |
| **Job Title** | **Number Employees Supervised** | | **To (Month/Year)** |
| **Specific Duties (Maximum 1000 characters)** | | |
| **Hours Per Week** |
|
| **Last Salary** |
|
| **Supervisor** |
|
| **Reason For Leaving** | | **May We Contact This Employer?**   Yes  No | |