

OVER THE RAINBOW TOYS

APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

Date

Name

Present address

Telephone

If under age 18, please list age:

EMPLOYMENT DESIRED

Position applied for:

Salary desired:

Days/hours available to work:

How many hours can you work weekly? _____ Can you work nights? _____

Weekends? _____

Are you available school breaks and summer months?

All employees are required to work a minimum of their regular hours during the Christmas season.

Employment desired: FULL-TIME ONLY PART-TIME ONLY FULL- OR PART-TIME

When are you available to start work?

EDUCATION

NAME OF SCHOOL	LOCATION	YEARS COMPLETED	MAJOR & DEGREE
High School			
College			
Business or Trade School			

Please describe other training, seminars, coursework, etc. that applies to this job.

Have you ever been convicted of a felony? Yes No

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation.

If hired, would you have a reliable means of transportation to and from work? Yes No

Are you able to perform the essential functions and duties of the job for which you are applying? (e.g. heavy lifting, use of ladder, on feet for long periods of time - this is retail!) Yes No

If not, please describe the functions or duties you are unable to perform.

REFERENCES

Please list below three persons not related to you who have knowledge of your work performance and/or personal qualifications within the last 5 years.

Name		Occupation
Company name	Address	
Telephone	E-mail	Years acquainted

Name		Occupation
Company name	Address	
Telephone	E-mail	Years acquainted

Name		Occupation
Company name	Address	
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What do you know about Over The Rainbow Toys?

Why do you want to work here?

Are you comfortable talking with strangers and working with the public?

Have you ever run a cash register or point of sale system? (When and where?)

Do you have knowledge or experience with child development and/or playing with children?

What special qualifications, skills, experience or interests do you have that would be of benefit to Over The Rainbow Toys?

Describe your computer skills.

How do you define customer service?

If asked for a recommendation of a good toy for a 4 year old boy, what would you suggest?

What would you suggest for an 8 year old girl?

ADDITIONAL INFORMATION

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying.

Signature of applicant _____ Date: _____

This Company is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with this Company depends solely on your qualifications.

Thank you for completing this application form and for your interest in our business.

Interviews are based on the information on this application. If you do not hear from us within 7 days, you may assume your qualifications do not fit our needs.