

TONIC SALON
2285 S. Oneida Suite B
Ashwaubenon, WI 54304

Application for Employment

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.

Position(s) applied for _____ Date of application _____

Name _____ Social security # _____ - _____ - _____

Address _____
last first middle street city state zip code

Telephone # (____) _____ Mobile/Other # (____) _____

Referral Source _____
(how did you hear about us?)

If you are under 18, and it is required, can you furnish a work permit?..... YES..... NO

If **no** please explain _____

Have you ever been employed here before? If **yes** give dates and positions _____

Are you legally eligible for employment in this country?..... YES..... NO

Date available for work..... ___/___/___ What is your desired salary range?.....\$ _____

Type of employment desired.....Full-Time.....Part-Time.....Temporary.....Sesonal.....Educational Co-Op

Drivers license number if driving may be required in position applying for _____
Answering "yes" to the following question does not constitute an automatic bar to employment. factors such as date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account.

Have you ever pled "guilty" or "no contest" to, or been convicted of a crime?..... YESNO

If **yes**, please provide date(s) and details _____

Employment History

Starting with your most recent employer, provide the following information.

Employer _____ Dates employed: Month Year Month Year

_____/_____/_____ to ____/____/_____
Street address City State Zip
(Starting)

Hourly Salary \$ _____ per

Starting job title/Final job title _____
Commission/Bonus/Other Compensation \$ _____

Immediate supervisor and title (for most recent position held) _____ May we call for reference? _____ (Leaving) _____

_____/.....yes.....no..... Hourly Salary \$ _____ per

Why did you leave?

Commission/Bonus/Other Compensation \$ _____

Summarize the type of work performed and responsibilities.

What did you like most about you position?

What were the things you liked least about the position?

Employer _____ Dates employed: Month Year Month Year

_____/_____/_____ to ____/____/_____
Street address City State Zip
(Starting)

Hourly Salary \$ _____ per

Starting job title/Final job title

Commission/Bonus/Other Compensation \$

Immediate supervisor and title (for most recent position held) May we call for reference?

(Leaving)

/.....yes.....no..... Hourly Salary \$ per

Why did you leave?

Commission/Bonus/Other Compensation \$

Summarize the type of work performed and responsibilities.

What did you like most about you position?

What were the things you liked least about the position?

Employer

Dates employed: Month Year Month Year

Street address (Starting) City State Zip

Hourly Salary \$ per

Starting job title/Final job title

Commission/Bonus/Other Compensation \$

Immediate supervisor and title (for most recent position held) May we call for reference?

(Leaving)

/.....yes.....no..... Hourly Salary \$ per

Why did you leave?

Commission/Bonus/Other Compensation \$

Summarize the type of work performed and responsibilities.

What did you like most about you position?

What were the things you liked least about the position?

Skills and Qualifications

Summarize any special training, skills, license and/or certificates that may assist you in performing the position for which you applying.

Computer skills

Word Processing _____ Years: _____

Spread Sheet _____ Years: _____

Presentation _____ Years: _____

Other _____ Years _____

Educational Background

Starting with your most recent school attended, provide the following information.

School (include City and State)	Years Completed	GPA
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1. _____

2. _____

3. _____

References

List name and telephone number of three business/work references who are *not* related to you and are *not* previous supervisors. If not applicable, list three school or personal references who are *not* related to you.

Name	Title	Relationship	Telephone #	Years known
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

Applicant Statement

I certify that all information I have provided in order to apply for and secure work with this employer is true, complete and correct.

I expressly authorize, without reservation the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agencies, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that this employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating and applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without prior notice, and the employer reserves the right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contract and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, i will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete a I-9 Form in this regard.

I understand that any information provided by me that is found to be false, incomplete, or misrepresented in any respect, will be sufficient cause to (i) eliminate me from further consideration for employment, or (ii) may result in immediate discharge from the employer's service, whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant _____ **Date** ____/____/____

In a brief paragraph please explain what skills and qualities you have to offer to our salon and why you chose to apply here.
