



Employment Application

An Equal Opportunity Employer

APPLICANT INFORMATION			
Last Name		First	M.I. Date
Street Address			Apartment/Unit #
City		State	ZIP
Phone		E-mail Address	
Date Available	Social Security No.		Desired Salary
Position Desired			
Are you a citizen of the United States? YES <input type="checkbox"/> NO <input type="checkbox"/> If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Have you ever worked for this company? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, when?			
Have you ever been convicted of a felony? YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, explain			

EDUCATION			
High School		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

Certificates earned:

REFERENCES	
<i>Please list three professional references.</i>	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	

PREVIOUS EMPLOYMENT (MOST CURRENT FIRST)

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	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			
From	To	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			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

Which one of the previous jobs did you like the best and why?

ADDITIONAL QUESTIONS

Why have you expressed interest in applying at Bokaos?

Have you had any advanced training or experience in Cosmetology? YES NO

If you answered yes to the previous question please describe your experience.

Number of years in the salon industry?

Advanced courses you have taken relating to the salon industry.

List areas of special interest (i.e., color, perms, etc.).

Please list and describe leadership positions in clubs, sororities, and civic groups etc.

If hired what would you contribute to the Bokaos Team?

Are you looking for a career or a job?

What is your goal in life?

If you were to become a member of the Bokaos Team would any of the following be a problem and why.

Would you be able to work Bokaos Hours of Operation from 8:30 am to 9:30 pm?

Would you be able to work on weekends?

Would you be able to be punctual to work?

Would you be able to attend training courses offered that might not be during your regularly scheduled hours?

Because varieties of personalities are desirable at Bokaos, we ask you to honest and objective in rating yourself on the following characteristics. There is no right or wrong answers we only want to know what type of personality you have. Please rate yourself from 1(least) to 10(most).

Enthusiastic		Quiet		Able to accept constructive criticism	
Friendly		Organized		Able to work with others	
Aggressive		Stubborn		Desire to work toward a managerial position	
Persevering		Competitive			

DISCLAIMER AND SIGNATURE

If I am employed, I understand that my employment is at-will. I will be subject to dismissal or discipline without notice or cause, at the discretion of the employer. I also understand that this means I am free to resign at any time.

The facts set forth in my application for employment are true and complete. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal. I authorize Bokaos to contact all of my previous employers or references for full information regarding my employment history.

Signature

Date