



## Employment Application

...unique kids' fashions sizes 0-10

### PERSONAL INFORMATION

DATE     /     /

Name (Last)		First		(Middle)					
Home Address		City	State	Zip					
Home Telephone (     )		Business Telephone (     )		May we contact you at work? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Position Applying For		Date Available /     /		Are you interested in (check all that apply) <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary <input type="checkbox"/> Summer					
Days and hours available				Are you willing to relocate? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Day	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	If you are under 18 years of age, please state your date of birth. /     /	
From									
To									

### EMPLOYMENT HISTORY

List employment starting with your most recent position. Account for any time during this period that you were unemployed by stating the nature of your activities. <i>May we contact your present employer?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No     Please indicate if you were employed under a different name.						
DATES	NAME AND ADDRESS OF EMPLOYER		POSITION HELD AND SUPERVISOR	LIST MAJOR DUTIES	SALARY OR WAGES	REASON FOR LEAVING
From:     /     / mo.   yr. To:     /     / mo.   yr.	Name		Your Job Title		Starting	
	Address     City		Supervisor		Final	
	State     Phone					
From:     /     / mo.   yr. To:     /     / mo.   yr.	Name		Your Job Title		Starting	
	Address     City		Supervisor		Final	
	State     Phone					
From:     /     / mo.   yr. To:     /     / mo.   yr.	Name		Your Job Title		Starting	
	Address     City		Supervisor		Final	
	State     Phone					
From:     /     / mo.   yr. To:     /     / mo.   yr.	Name		Your Job Title		Starting	
	Address     City		Supervisor		Final	
	State     Phone					

Various Federal, State and local laws prohibit discrimination based on race, color, sex, religion, national origins, ancestry, age, disability or marital status. Naartjie is an equal opportunity employer and all decisions related to employment, development, advancement, compensation and all other terms and conditions of employment are based on the individual ability to perform essential job functions

## EDUCATION

Type of School	Name and Location of School		Degree/Area of Study	Number of Years Attended	Graduated (check one)
High School	Name	Address			<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State Zip			
College	Name	Address			<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State Zip			
Graduate School	Name	Address			<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State Zip			
Other	Name	Address			<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State Zip			

## REFERENCES

Business references: (do not list relatives) (please indicate if you were employed under a different name)				
Name	Address	Work Phone No.	Title	Years Known

## LEGAL

Are you a U.S. citizen or do you have a legal right to work in the U.S.? ☐ Yes ☐ No (Identity and employment eligibility of all new hires will be verified as required by the Immigration and Control Act of 1986)

Have you worked for Naartjie before? ☐ Yes ☐ No If yes, when \_\_\_\_\_ where \_\_\_\_\_

Have you ever been fired by any company? ☐ Yes ☐ No Have you ever quit any job instead of being fired? ☐ Yes ☐ No If you answered YES to either, give name of company, date and reason \_\_\_\_\_

Have you ever been convicted of or plead guilty to a misdemeanor or felony for which the date of conviction or prison release is within 7 years of today? ☐ Yes ☐ No Have you entered into a pretrial diversion or like program in connection with prosecution involving dishonesty, violence, illicit drugs or breach or trust? ☐ Yes ☐ No If YES to either question list date, offense and where convicted or determined (conviction is not an absolute bar to employment and is considered only as related to the job applied for).

CA or MN applicants only: if the Company orders a report regarding you from a consumer reporting agency and you want to receive a copy of the report, check this box. ☐ In compliance with FCRA and state law, a copy will be mailed to the address on this application if you checked the box.

## PLEASE READ CAREFULLY

**By completing this application you confirm that you understand and agree to the following:**

All statements and answers in this applicatin and any interviews are true and complete and any untruth, misleading answer, omission or concealment will be grounds for terminating my employment. This applies to any resume and any/all documents/data or information I provide relative to the employment process.

Naartjie or it's agents have my authorization to investigate my references and check my background, to communicate with former employers, to make an independent investigation of my character, conduct and employment and criminal records and to keep and preserve records of such investigations.

If employed I agree to read and comply with Company rules, regulations and policies.

If employed I agree to return any/all company records/property in my possession at the end of my employment.

Naartjie insists upon a drug and alcohol free environment and reserves the right to require employee drug tests.

Federal law prohibits the employment of unauthorized aliens: if I fail to provide legally required proof of employment authorization within the required time, employment will be terminated.

If employment is offered to and accepted by me, my employment is at will, is not confined to a fixed term, may be ended by either party without advance notice and I will not have an employment contract, real or implied.

Naartjie accepts applications only for positions open at the time of application. Employment applications are kept active for 30 days; in order to be considered after that time I must complete an updated employment application. Applicants who do not fully complete a current Naartjie employment application will not be considered.

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
DATE SIGNED