

THE TAX SHOPPE

APPLICATION FOR EMPLOYMENT

DATE _____

POSITION APPLIED FOR: _____

Name _____
Last First Middle Maiden

Present address _____
How long there? _____

If under 18, please list age _____ Social Security No. _____ - _____ - _____

Home (_____) _____ Cell (_____) _____ Email _____

When are you available to start work? _____

How many hours can you work weekly? _____

Days/hours available to work (give hours)		
Mon _____	Thurs _____	Sat _____
Tues _____	Fri _____	Sun _____
Wed _____		

Emergency Contact _____ Phone(_____) _____ Relationship _____

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	YEARS COMPLETED	MAJOR/DEGREE
High School				
College				
Bus. Or Trade School				
Professional School				

HAVE YOU EVER BEEN CONVICTED OF A FELONY? No Yes

If yes, please explain:

DO YOU HAVE A DRIVER'S LICENSE? Yes No What is your means of transportation to work? _____

Please list two references other than relatives or previous employers.

Name _____ Name _____

Address _____ Address _____

Telephone (_____) _____ Telephone (_____) _____

Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying.

Work Experience Please list your work experience for the past three years beginning with your most recent job held. If you were self-employed, give firm name. Continue on back if necessary.			
Name of employer Address	Name of supervisor	Employment dates	Pay or salary
		From To	Start Final
Phone number	Job title		
Reason for leaving			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
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AGREEMENT (PLEASE READ CAREFULLY BEFORE SIGNING)

I certify that all the information on this application is accurate and complete to the best of my knowledge and understand that misleading or false statements will constitute sufficient cause for refusal of hire or termination of my employment.

I understand that neither the acceptance of this application nor the subsequent entry into any type of employment relationship with The Tax Shoppe creates an actual or implied contract of employment. I understand that, if I accept employment with The Tax Shoppe, it will be on an at-will basis. This means that either The Tax Shoppe or I have the right to terminate the employment relationship at any time, for any reason, with or without cause.

I authorize The Tax Shoppe to investigate information concerning my education, employment experiences and all other aspects of my background relevant to my proposed employment. I release The Tax Shoppe and its employees from all liability arising from such investigation.

Signature of applicant _____ **Date:** _____

The Tax Shoppe is an equal opportunity employer

Our employees mean everything to us. That's why we are committed to providing a safe and secure work environment. We treat our employees with fairness and respect at all times. Our employees know that we will not tolerate any form of violence, harassment or other inappropriate behavior that creates an intimidating, hostile, or offensive working environment.

We depend on engaged and motivated employees who share our values and commitment to serving customers.