

# GIRL TALK - at the spa

## Application Form

### PERSONAL INFORMATION

Date \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Present Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

How Long \_\_\_\_\_

Social Security No \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Home Telephone (\_\_\_\_\_) \_\_\_\_\_ Cell Phone (\_\_\_\_\_) \_\_\_\_\_

If under 18, please list age \_\_\_\_\_

### PROFESSIONAL INFORMATION

Position applying for \_\_\_\_\_ Hourly Wage desired \_\_\_\_\_

How many hours can you work weekly? \_\_\_\_\_

Days/Hours available to work

No Preference \_\_\_\_\_  
Monday \_\_\_\_\_ Tuesday \_\_\_\_\_ Wednesday \_\_\_\_\_ Thursday \_\_\_\_\_ Friday \_\_\_\_\_  
Saturday \_\_\_\_\_ Sunday \_\_\_\_\_

Employment desired Full-Time Only \_\_\_\_\_ Part-Time Only \_\_\_\_\_  
Full or Part Time \_\_\_\_\_

Date available to start \_\_\_\_\_

How did you hear about us \_\_\_\_\_

Are you legally authorized to work in the United States? Yes \_\_\_\_\_ No \_\_\_\_\_

Primary Language \_\_\_\_\_

Do you have computer skills? Yes \_\_\_\_\_ No \_\_\_\_\_

**EDUCATION**

Name of High School \_\_\_\_\_

Mailing Address \_\_\_\_\_

Number of Years \_\_\_\_\_ Diploma Yes \_\_\_\_\_ No \_\_\_\_\_

Special Training \_\_\_\_\_

Name of College \_\_\_\_\_

Mailing Address \_\_\_\_\_

Number of Years \_\_\_\_\_ Degree \_\_\_\_\_

Special Training \_\_\_\_\_

Name of Cosmetology School \_\_\_\_\_

Mailing Address \_\_\_\_\_

Number of Years \_\_\_\_\_ Number of Classroom Hours \_\_\_\_\_

License Type \_\_\_\_\_ Date of Issue \_\_\_\_\_ Date Expired \_\_\_\_\_

**CRIMINAL RECORD**

Have you ever been convicted of a crime? No \_\_\_\_\_ Yes \_\_\_\_\_

If yes, explain. . \_\_\_\_\_

\_\_\_\_\_

**DRIVING RECORD**

Do you have a driver's license? Yes \_\_\_\_\_ No \_\_\_\_\_

What is your means of transportation to work? \_\_\_\_\_

License Plate No. \_\_\_\_\_ State of Issue \_\_\_\_\_

Expiration date \_\_\_\_\_

**REFERENCE**

Please list two references other than relatives or previous employers.

Name \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

**WORK EXPERIENCE**

Please list your work experience for the past five years beginning with your most recent job held. If self-employed, give company name.

Name of Company \_\_\_\_\_ Name of Supervisor \_\_\_\_\_

Address \_\_\_\_\_

Phone Number (\_\_\_\_\_) \_\_\_\_\_

Employment Dates \_\_\_\_\_ Salary Start \_\_\_\_\_ Finish \_\_\_\_\_

Reason for leaving \_\_\_\_\_

List Job duties performed, skills used, learned, advancements or promotions while at the job.

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Name of Company \_\_\_\_\_ Name of Supervisor \_\_\_\_\_

Address \_\_\_\_\_

Phone Number (\_\_\_\_\_) \_\_\_\_\_

Employment Dates \_\_\_\_\_ Salary Start \_\_\_\_\_ Finish \_\_\_\_\_

Reason for leaving \_\_\_\_\_

List Job duties performed, skills used, learned, advancements or promotions while at the job.

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Name of Company \_\_\_\_\_ Name of Supervisor \_\_\_\_\_

Address \_\_\_\_\_

Phone Number (\_\_\_\_\_) \_\_\_\_\_

Employment Dates \_\_\_\_\_ Salary Start \_\_\_\_\_ Finish \_\_\_\_\_

Reason for leaving \_\_\_\_\_

List Job duties performed, skills used, learned, advancements or promotions while at the job.

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**ADDITIONAL INFORMATION**

Use the space below for additional information or skills. Tell us why you may be right for this position.