

# Evelyn Hill Inc. Application Form

Liberty Island, New York, NY 10004  
+1(212)363-3180 (Office)  
www.thestatueofliberty.com



Today's Date: \_\_\_ / \_\_\_ / \_\_\_

## Personal Data Information

Full Name: \_\_\_\_\_

US Address: \_\_\_\_\_ Apt. \_\_\_\_\_

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

Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Position Applying For:  Food Service  Full-Time  
 Retail  Part-Time  
 Other \_\_\_\_\_  Seasonal\*

*\*If interested in a seasonal position, candidates, particularly students, must meet eligibility requirements and be available to work during summers and holidays.*

Are you currently employed?  Yes  No

Date Available: \_\_\_ / \_\_\_ / \_\_\_

Are you legally eligible to work in the US?  Yes  No

Are you 18 years of age or older?  Yes  No If no, age \_\_\_\_\_

Availability:

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
From							
To							

*Please note that all positions require availability on peak business days, including Fridays, Saturdays, Sundays, and holidays. When indicating your availability, consider our seasonal schedule: from 8:30-9 am to 5-5:15 pm off-season, and until 6:45-7 pm from Memorial Day to Labor Day. We do not offer partial shifts; applicants should be prepared for an average 8 or 10-hour workday commitment.*

Have you previously been employed by Evelyn Hill Inc.?  Yes  No  
 If yes, from \_\_\_ / \_\_\_ / \_\_\_ to \_\_\_ / \_\_\_ / \_\_\_  
 Reason for leaving: \_\_\_\_\_

Have you applied for any positions with EHI in the past?  Yes  No  
 If yes, when? \_\_\_\_\_

How did you hear about us?  Indeed  ZipRecruiter  Company Website  Recruitment Agency  
 Referral from a current employee \_\_\_\_\_  Career Fair  
 Other \_\_\_\_\_

Is there anything else you would like us to know about you?  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## Education

Type of School	Major & Degree	Years Attended
University/College:  Address:  Graduated? <input type="checkbox"/> Yes <input type="checkbox"/> No		
High School:  Address:  Graduated? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Other:  Address:  Graduated? <input type="checkbox"/> Yes <input type="checkbox"/> No		

## Employment History

<b>Name of the Company:</b>		From ___ / ___ / ___	To ___ / ___ / ___
<b>Address:</b>	<b>Position/Responsibilities:</b>		
<b>Reason for leaving:</b>	May we contact them? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Name of the Company:</b>		From ___ / ___ / ___	To ___ / ___ / ___
<b>Address:</b>	<b>Position/Responsibilities:</b>		
<b>Reason for leaving:</b>	May we contact them? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Name of the Company:</b>		From ___ / ___ / ___	To ___ / ___ / ___
<b>Address:</b>	<b>Position/Responsibilities:</b>		
<b>Reason for leaving:</b>	May we contact them? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Other Relevant Experience:</b>		From ___ / ___ / ___	To ___ / ___ / ___
		<b>Position/Responsibilities:</b>	

## ■ Pre-Employment Assessment

- How do you contribute to a positive working environment and collaborative teamwork in a customer service setting?

A. Encourage open communication and mutual support.  
B. Focus solely on individual tasks to excel in responsibilities.  
C. Avoid helping others to maintain efficiency.  
D. Rely on others to handle teamwork responsibilities.

- What is your preferred approach to resolving conflicts with customers?

A. Offering a full refund.  
B. Listening actively, empathizing, and proposing a mutually beneficial solution.  
C. Redirecting the customer to a different department.  
D. Ignoring the issue and hoping it resolves itself.

- What steps do you take to ensure effective communication with both team members and customers?

A. Communicate only when necessary to avoid distractions.  
B. Establish clear communication channels and actively engage with both team members and clients.  
C. Minimize communication to focus on tasks.  
D. Rely on others to handle communication responsibilities.

- A book is priced at \$25 and is on sale for 30% off, what is the discounted price? Answer: \_\_\_\_\_.

- Imagine a customer is at the register, ready to buy a \$11.24 burger, \$10.10 chicken tenders, \$4.95 fruit cup, and \$5.50 latte. The customer hands over a \$100 bill. In this scenario, how much change should be handed back to the customer? Answer: \_\_\_\_\_.

- How would you address or respond to workplace rumors and gossip?

A. Ignore rumors and hope they die down naturally.  
B. Contribute to spreading accurate information to counteract rumors.  
C. Address rumors directly by communicating with the individuals involved and providing accurate information.  
D. Avoid involvement in addressing rumors and let others handle the situation.

- If 5 shirts cost \$100, how much do 8 shirts cost? Answer: \_\_\_\_\_.

- How would you handle a situation where you observe co-workers not actively working when there is no direct supervision?

A. Ignore the behavior and focus on your own tasks.  
B. Confront the co-workers directly and express your concerns.  
C. Report the observed behavior to a supervisor or manager.  
D. Join in and take a break as well.

## ■ Legal Notice: Employment Practices in New York State

**Lie Detector Test Prohibition:** It is unlawful in New York State to require or administer a lie detector test as a condition of employment or continued employment. Employers found in violation of this law may be subject to criminal penalties and civil liability.

**Non-Discrimination Policy:** Federal, State, and local laws strictly prohibit discrimination based on race, color, sex, religion, sexual orientation, national origin, ancestry, age, physical or mental disability (that does not affect the ability to perform essential job functions with or without reasonable accommodation), or any other protected status not listed in this statement.

**Equal Employment Opportunity:** Your application will be considered in full accord with applicable Federal, State, and local requirements. Evelyn Hill Inc. is committed to providing equal employment opportunities to all qualified individuals, fostering a diverse and inclusive workplace.

## ■ Employment Agreement Acknowledgment:

In the event of employment, I acknowledge that providing false or misleading information in my application or during the interview may result in immediate dismissal. I am fully aware of the significance of accuracy and transparency throughout the application process.

Additionally, I understand and accept the responsibility to adhere to all rules and regulations outlined by Evelyn Hill Inc. I am committed to compliance with the established policies and procedures.

I acknowledge and agree that, if employed, the nature of the employment relationship will be "AT WILL." This means that either I or the employer may terminate the employment relationship at any time, for any reason, or for no reason, with or without notice. I recognize the flexibility inherent in an "AT WILL" employment arrangement.

I understand that the receipt of this application does not imply guaranteed employment. I further understand that this application, along with any other documents provided, does not constitute a contract of employment.

By signing below, I confirm that I have read, understood, and agreed to the terms outlined in this employment agreement acknowledgment.

Signature: \_\_\_\_\_

Today's Date:     /     /      
mm dd year

## ■ Acknowledgment of Employment Terms & Conditions:

**Environment:** Our environment is dynamic and fast-paced. Being able to handle multiple tasks efficiently is essential to keep things running smoothly. You must have the physical ability to lift and carry up to 40-50 pounds. Manual dexterity is necessary for various tasks. You will need to bend, stoop, twist, reach, and stand for extended periods. It is crucial to disclose any allergies, whether to food, dust, or chemicals, as well as any pre-existing medical or mental health conditions that could impact your job performance. Additionally, please be aware that some roles require you to work outdoors. In such cases, it's important to come prepared. For colder weather, please wear layers to keep warm, and when it's hot outside, be ready for warm temperatures. Staying comfortable ensures you can perform your best.

**Hospitality:** In the world of hospitality, the way you interact with your guests can make all the difference. Here are key elements to remember:

- A warm smile and a welcoming demeanor are the building blocks of unforgettable guest interaction.
- Make eye contact to establish a genuine connection and show your attentiveness to their needs.
- Effective communication, both verbal and non-verbal, contributes to their comfort and satisfaction.

### Key Considerations.

- Attendance and Punctuality: You are expected to be punctual and regularly present for work to maintain employment. Don't miss work or show up late without valid reasons.
- Job Expectations: You will need to maintain an open mind and remain adaptable and fulfill all job-related tasks as assigned.
- Learning Curve: A new job often comes with a learning curve, as you adapt to new responsibilities and expectations. It may feel overwhelming initially, but you'll become more comfortable with time.
- Emotional Challenges: It's normal to feel stressed, anxious, or even frustrated, especially when faced with new tasks or difficult situations.
- Social Interactions: You'll interact with colleagues, supervisors, and customers. Developing strong communication and interpersonal skills will be beneficial.
- Personal Growth: You'll learn about your strengths, weaknesses, interests, and values, all contributing to personal growth.

I confirm that I do not have any physical limitations that would prevent me from performing my job. By signing below, I affirm that I have read, understood, and accepted the terms and expectations outlined above.

Signature: \_\_\_\_\_

Today's Date:     /     /      
mm dd year