



HEAVEN & EARTH

G I F T S H O P

JOB APPLICANT INFORMATION

| | | | | |
|---|--|--|------------------------------------|--|
| Last Name | | First | M.I. | Date |
| Street Address | | | Apartment/Unit # | |
| City | | State | ZIP | |
| Phone | | E-mail Address | | |
| Date Available | | Position Applied for | | |
| If required for the position, do you hold a valid driver's license? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | |
| Desired Salary | | Full time <input type="checkbox"/> | Part time <input type="checkbox"/> | |
| Are you over 18 years of age? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | |
| Do you have transportation to work? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | |
| 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 been convicted of a crime? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If so, explain |
| How did you learn about us? | | Advertisement <input type="checkbox"/> | Friend <input type="checkbox"/> | Website <input type="checkbox"/> |
| | | Relative <input type="checkbox"/> | Other <input type="checkbox"/> | |
| Do you attend Mass? | | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If so, explain |

EDUCATION & TRAINING

| | | | | |
|---------|----|-------------------|------------------------------|-----------------------------|
| 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 | | |

REFERENCES: *Please list three professional references.*

| | | |
|-----------|--|---------------|
| Full Name | | Relationship |
| Company | | Phone () |
| Address | | |
| Full Name | | Relationship |
| Company | | Phone () |
| Address | | |
| Full Name | | Relationship |
| Company | | Phone () |
| Address | | |

| PREVIOUS EMPLOYMENT | | | |
|--|-----------------|--------------------|------------------|
| 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"/> | | | |
| 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"/> | | | |

REFERENCES: Please list three *personal references*.

| | |
|-------------|---------------|
| Full Name | Relationship |
| Years known | Phone () |
| Address | |
| Full Name | Relationship |
| Years known | Phone () |
| Address | |
| Full Name | Relationship |
| Years known | Phone () |
| Address | |

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

INFORMATION RELEASE: By submitting this application for employment, I authorize investigation of all statements contained herein and, on my resume, if provided. I also release and discharge to the extent permitted by law Evanish Enterprises LLC, its employees, any individual or agency obtaining information for Evanish Enterprises, my personal and professional references, and my former employers, from any and all claims, damages, losses, liabilities, costs, and other expenses from disclosing information in connection with this application. I understand and agree that any misrepresentation, falsification, or substantial omission on this application may result in my failure to receive an offer or, if I am hired, my dismissal from employment.

BACKGROUND CHECK STATEMENT: I understand and agree that all offers of employment are contingent upon providing satisfactory proof of my identity and legal authority to work in the United States, and successful completion of a background check. A background check may include my driving records, court records (civil and criminal), educational and professional credentials, and personal and professional references. This information, which may come from public and private sources, may contain details on my character, experience, work habits, and/or reasons for termination from past employers.

AT-WILL STATEMENT: I understand and agree that any employment relationship with Evanish Enterprises is "at will," which means both the employee and Evanish Enterprises have the right to terminate employment at any time, with or without advance notice, and with or without cause; and, Evanish Enterprises may demote or discipline the employee or otherwise alter the terms of employment at any time at its discretion, with or without cause or advance notice. I understand and agree that nothing in this application should be construed as creating an agreement or contract for any length of employment, or any limitation on discipline or alteration of the terms of employment by Evanish Enterprises. Only a corporate officer has the authority to make any contrary agreement, and any such agreement must be in writing and signed by both the corporate officer and the affected employee.

I agree to conform to the rules, policies and practices of Evanish Enterprises for as long as the employment relationship may continue.

Signature:

Date:

NOTE: Application must be signed in order to be considered for employment. If submitting electronically, signature can be provided if selected for an interview.

PLEASE COMPLETE ONE (1) OF THE FOLLOWING:

Write a brief paragraph **or** send a 3-minute video to info@heavenandearthgiftshop.com answering this question:

Why do you want to work at Heaven & Earth?