

APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer



Personal Information (Please Print)	Date ____/____/____
Name _____ <div style="display: flex; justify-content: space-between; width: 100%; font-size: small;"> Last First Middle </div>	
Email _____	
Address _____ <div style="display: flex; justify-content: space-between; width: 100%; font-size: small;"> Street City State Zip </div>	
Home Phone (____) _____ - _____ Are you over 18 years old? ____	
Cell Phone (____) _____ - _____	
Have you ever been convicted of a criminal offense? No Yes (if yes, Please Explain) _____ <i style="text-align: center; font-size: x-small;">Conviction of a crime sill not necessarily preclude employment</i>	
Have you ever plead guilty or no contest to a criminal offense? No Yes (if yes, Please Explain) _____	

Employment Interest	
Position for which you are applying _____	Available start date ____/____/____
Salary Desired _____	
Are you currently employed? No Yes May we contact your current Employer? No Yes	
Have you ever applied with Levy Jewelers before? No Yes When? _____	
How did you hear about Levy Jewelers? _____	

Education	Name and location of School	Number of Years attended	Year last attended	Degree	Areas of Study
High School					
College					
Advanced Study					
Trade, Business or Professional School					

Employment History (start with your present or most recent employer please, then previous jobs)

Company _____	Address _____
Phone (_____) _____ - _____	Dates of Employment: From _____ To _____
Position Held _____	Supervisor's name/title _____
Base Pay Start \$ _____	Finish \$ _____ Commission: start _____ Finish _____
Describe your job responsibilities _____	
Reason for leaving _____	

Company _____	Address _____
Phone (_____) _____ - _____	Dates of Employment: From _____ To _____
Position Held _____	Supervisor's name/title _____
Base Pay Start \$ _____	Finish \$ _____ Commission: start _____ Finish _____
Describe your job responsibilities _____	
Reason for leaving _____	

Company _____	Address _____
Phone (_____) _____ - _____	Dates of Employment: From _____ To _____
Position Held _____	Supervisor's name/title _____
Base Pay Start \$ _____	Finish \$ _____ Commission: start _____ Finish _____
Describe your job responsibilities _____	
Reason for leaving _____	

Company _____	Address _____
Phone (_____) _____ - _____	Dates of Employment: From _____ To _____
Position Held _____	Supervisor's name/title _____
Base Pay Start \$ _____	Finish \$ _____ Commission: start _____ Finish _____
Describe your job responsibilities _____	
Reason for leaving _____	

Company _____	Address _____
Phone (_____) _____ - _____	Dates of Employment: From _____ To _____
Position Held _____	Supervisor's name/title _____
Base Pay Start \$ _____	Finish \$ _____ Commission: start _____ Finish _____
Describe your job responsibilities _____	
Reason for leaving _____	

Narrative (Please write your answers to the following questions in as much detail as you like)

1. Describe the responsibility associated with a position you would consider an ideal fit for you.

2. When you arrive at a level of career success with which you are satisfied, how will you know and what will you be doing?

General

Hobbies and Areas of Interest _____

Special Skills _____

Civic Charity or Social Activities _____

Military Service _____

References (Please note, it is important to provide complete information)

	Name	Address	Phone	From what Business	Years Acquainted
A Superior					
A Subordinate					
A Colleague					
A Customer					
A Mentor					

I hereby certify that all information submitted on this application is true and complete. I understand that if any false information, omission, or misrepresentations are discovered, my application may be rejected and, if I am employed by Levy Jewelers my employment may be terminated at any time. By signing this application, I authorize Levy Jewelers to conduct an investigation of my education, employment, personal history and financial and credit records through investigative and credit agencies and bureaus of the company's choice. I further authorize schools, previous employers, personal references and other reporting agencies to release requested information to Levy Jewelers.

I understand that employment with the company is "at-will", and I agree that my employment and compensation may be terminated with or without cause or notice at any time, either at my option or the company's option.

This application is not a contract, and cannot constitute a contract. I understand that no employee or official of the company other than the President has the authority to make any agreement for employment for any specific time or to enter into any agreement contrary to the foregoing.

Date_____
Signature_____
Print Name