

The Carpet Shoppe, Inc. Application for Employment

The following information is requested in order to help us make the best possible placement within the Company. All portions of this application pertaining to you must be completed. The Company, in accordance with State and Federal laws, does not discriminate on the basis of age, race, religion, sex, national origin, marital status, physical or mental handicap or arrest record.

PERSONAL INFORMATION

Last Name _____ First Name _____ Middle _____

Street Address _____ City _____ Zip _____

Mailing Address _____ City _____ Zip _____

Home Phone _____ Cell _____ Bus. Phone _____

Person to contact if we are unable to reach you _____ Phone _____

Have you ever been employed by this company before?

YES NO If yes, when _____

Have you ever applied to this company before?

YES NO If yes, when _____

Do you know anyone presently working for this company?

YES NO If yes, whom _____

Were you referred to this company by anyone?

YES NO If yes, whom _____

EMPLOYMENT DESIRED

Position Desired _____ Full Time Part Time Desired Pay _____

Date you can start _____ Days & hours available to work _____

EDUCATION

	Name of School	Location (City, State)	Years Completed	Did you graduate?	Degree(s)
High School					
College					
Other (Trade School, etc.)					

Special skills/qualifications applicable to the position for which you are applying _____

REFERENCES (Not Relatives)

Name	Address	Phone	Occupation	Years Acquainted

EMPLOYMENT RECORD (List last 3 employers starting with your present or most recent employment)

1) Name of employer _____ Phone _____
 Address _____ Type of business _____
 Name of immediate supervisor _____
 Duties _____
 Date Started _____ Date Left _____
 Reason(s) for leaving _____

2) Name of employer _____ Phone _____
 Address _____ Type of business _____
 Name of immediate supervisor _____
 Duties _____
 Date Started _____ Date Left _____
 Reason(s) for leaving _____

3) Name of employer _____ Phone _____
 Address _____ Type of business _____
 Name of immediate supervisor _____
 Duties _____
 Date Started _____ Date Left _____
 Reason(s) for leaving _____

I certify that the information contained in this application is correct to the best of my knowledge, and understand that falsification of this application in any detail is grounds for disqualification from further consideration or for dismissal from employment in accordance with the Company policy. I agree to conform to the rules and regulations of the Company, and understand that my employment and compensation can be terminated, for any reason or for no reason, and with or without notice, at any time, at the option of either the Company or myself. I further understand that no personal recruiter or interviewer or other representative of the Company, other than the President has any authority to enter into agreement for employment for any specified period of time or to modify any terms and conditions of my employment. I further authorize the Company to verify all references and information provided by me in this application and release any person or company responding to any reference or information inquiry from any claim or liability on any information or opinion supplied.

Applicant's Signature _____ Date _____

Interviewed by Personnel _____	Date _____
Interviewed by Dept Manager _____	Date _____

The Carpet Shoppe, Inc.
Questions for Applicant

How did you learn about the job opportunity or where did you find our job posting? Please be specific (Indeed, Craigslist, referral, etc.). _____

If there is a gap anywhere in your employment history, please explain it. _____

Do you have any limitations with regard to work schedule such as weekend hours? _____

If you are applying for an **installation or warehouse position**, please answer these questions:

Do you have any limitations with regard to work schedule such as 6:30am start time (for installation positions only), weekend hours, and overtime? _____

Do you have a valid driver license? _____

Are you able to lift and carry up to 100 lbs? _____
