



APPLICATION FOR EMPLOYMENT - Pre-Employment Questionnaire

Equal Opportunity Employer, we consider applicants for all positions without regard to race, color, religion, sex, national origin, age, disability, veteran status or any other legally protected status.

Date

Applicant Information

Name

Email

Street Address

City/State/Zip

Phone

If hired, do you have a reliable means of transportation to get to work? Describe.

Are you at least 18 years old?

Are you legally eligible for employment in the U.S.?

(Proof of right to work in the United States is required if hired.)

Have you been convicted of a crime? Yes No If yes, state the nature of the offense and disposition of the case.

Include dates and places.

Employment Information

Position desired

Rate of Pay Desired

Are you seeking full time, part time or temporary employment?

What hours/shifts would you prefer to work?

List times you are not available to work.

Are you available to work weekends? Yes No Holidays? Yes No

Are you employed at this time? Yes No If yes, may we inquire with your present employer?

If hired, when would you be able to start?

Why are you seeking a new job at this time?

Have you ever applied to this company before? Yes No

Have you ever worked for Gadabout SalonsSpas before? Yes No If yes, where?

List any friends or relatives employed by Gadabout SalonsSpas.

Have you ever been discharged or asked to resign from any position? Yes No If yes, please describe.



## Education Information (circle highest level achieved)

**Secondary:** 9 10 11 12 G.E.D

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

Location of School \_\_\_\_\_

**College:** 1 2 3 4 Masters PhD

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

Location of School \_\_\_\_\_

Degree and Major/Minor \_\_\_\_\_

**Trade School or Cosmetology School**

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

Location of School \_\_\_\_\_

Date Graduated \_\_\_\_\_

Have you received your license? YES NO

## References

List two people, not related to you, whom you have known at least one year.

Name \_\_\_\_\_

Phone \_\_\_\_\_

Business \_\_\_\_\_

Years Known \_\_\_\_\_

Name \_\_\_\_\_

Phone \_\_\_\_\_

Business \_\_\_\_\_

Years Known \_\_\_\_\_

## Work History (please begin with most recent)

Company \_\_\_\_\_

Phone No. with Area Code \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_

Salary: Beginning \_\_\_\_\_ Ending \_\_\_\_\_

Job Title \_\_\_\_\_

Supervisor's Name \_\_\_\_\_

Describe duties briefly: \_\_\_\_\_

Specific reason for leaving: \_\_\_\_\_

Company \_\_\_\_\_

Phone No. with Area Code \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_

Salary: Beginning \_\_\_\_\_ Ending \_\_\_\_\_

Job Title \_\_\_\_\_

Supervisor's Name \_\_\_\_\_

Describe duties briefly: \_\_\_\_\_

Specific reason for leaving: \_\_\_\_\_

Company \_\_\_\_\_

Phone No. with Area Code \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_

Salary: Beginning \_\_\_\_\_ Ending \_\_\_\_\_

Job Title \_\_\_\_\_

Supervisor's Name \_\_\_\_\_

Describe duties briefly: \_\_\_\_\_

Specific reason for leaving: \_\_\_\_\_



# Questionnaire

How did you hear about this position?

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What do you know about Gadabout?

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Have you had an advanced education or experiences in your field?  Yes  No If yes, please describe.

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What resources do you use when faced with a PC problem? (i.e. jammed printer, computer won't turn on?)

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Describe your computer background? What types of computer software packages are you familiar with?

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Do you use a computer at home?  Yes  No If yes, what do you use it for?

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What are three of your goals for the next year?

1. 

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2. 

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3. 

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Why do you feel you would be an asset to our company?

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Why do you feel Gadabout SalonSpas is a place you would like to work?

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Gadabout's number one value is to be on time always, how does that relate to you?

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Gadabout's foundation is education. How do you feel about attending education classes outside working hours?

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# Authorizations and At-Will Employment Agreement

(Please read carefully, then sign and date below)

I certify that I have personally completed this application. I declare that the information provided in this employment application is true and complete and I understand that any false information or significant omissions may disqualify me from further consideration for employment and may be justification for my dismissal from employment if discovered at a later date. I agree to immediately notify this company if I should be convicted of a crime while my job application is pending or during my employment, if hired.

I authorize this company to make an investigation of all information contained in this employment application and I release from liability all companies and corporations supplying such information. I understand any false answers, statements, or implications made by me on this application or other required documents shall be considered sufficient cause for denial of employment or discharge.

I specifically authorize and direct my current and former employers to supply employment-related information to this company and do hereby release my current and former employers from liability for providing information to this company.

Upon termination of my employment for whatever reason, I release this company from all liability for supplying any information concerning my employment to any potential employer.

I authorize this company, if applicable, to request a copy of my credit report, motor vehicle driving record, and any other investigative report deemed necessary through various third party sources. As required by law, upon request within a reasonable period of time, I will be notified as to the nature and scope of such investigations.

I hereby agree to submit to any drug test required of me, whether prior to my employment or if employed by this company at any time thereafter. If requested, I will take a post-job offer physical examination and my employment, in the event I receive medical treatment for any condition, including a physical, psychological, emotional, or psychiatric condition that is job-related, I hereby authorize the limited release and exchange of such medical information relating to my condition between the treatment provider and a company-designated physician.

## AT-WILL EMPLOYMENT AGREEMENT

I understand and agree that nothing contained in this application, or conveyed during any interview is intended to create an employment contract between the company and me. In addition, I understand and agree that if you employ me, in consideration of my employment, my employment and compensation will be at-will, for no definite period of time, and may be terminated at any time, for any reason, or for no reason at all. I understand that only the company's President is authorized to change the employment-at-will status and such a change can only be done in writing. I have read, understand, and agree to the above.

Signature \_\_\_\_\_

Date \_\_\_\_\_



# Word Cluster

HOW-TO: Read the groups of words in each **row** (left to right), **rate** the characteristics (groups of three) as they apply to you. Use a scale of 1-4, 4 being the strongest and 1 being the least like how you view yourself. Begin in row 1 and in each row (left to right) use each number only once.

Example:

Active	Organized	Nice	Learning
Variety <b>1</b>	Plan <b>4</b>	Helpful <b>2</b>	Science <b>3</b>
Sports <b>1</b>	Neat <b>4</b>	Friends <b>2</b>	Privacy <b>3</b>

**\*\*Note, use 1, 2, 3 and 4 once and only ONCE in each row**

<b>1</b>	Active Variety Sports _____	Organized Plan Neat _____	Nice Helpful Friends _____	Learning Science Privacy _____
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<b>2</b>	Fun Action Contests _____	Clean On Time Honest _____	Caring People Feelings _____	Curious Idea Questions _____
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<b>3</b>	Playful Quick Adventurous _____	Helpful Trustworthy Dependable _____	Kind Understanding Giving _____	Independent Exploring Doing Well _____
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<b>4</b>	Busy Free Winning _____	Follow Rules Useful Save Money _____	Sharing Getting Along Animals _____	Thinking Solving Problems Challenge _____
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<b>5</b>	Exciting Lively Hands-on _____	Pride Tradition Do it right _____	Nature Easy Going Happy Ending _____	Books Math Make Sense _____
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**\*\*Now add each column, straight down, for your total**

TOTAL _____	TOTAL _____	TOTAL _____	TOTAL _____
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