



## Application for Employment

Date \_\_\_\_\_

Last name \_\_\_\_\_ First name \_\_\_\_\_ Middle name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone \_\_\_\_\_ Social Security # \_\_\_\_\_

Are you a U.S. citizen or otherwise authorized to work in the U.S. on an unrestricted basis? (You may be required to provide documentation.)  Yes  No

Have you ever applied for employment here?  Yes  No If yes, when? \_\_\_\_\_

Have you ever been employed by this company?  Yes  No If yes, give dates and details:

\_\_\_\_\_

Have you ever pleaded guilty, no contest or been convicted of a crime? (This will not necessarily affect your application.)  Yes  No If yes, please describe conditions.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### **Employment Desired**

Position applied for \_\_\_\_\_

How did you hear of this opening? \_\_\_\_\_

Date you can start \_\_\_\_\_

Desired starting salary \_\_\_\_\_

Please list applicable skills, qualifications, and product knowledge:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Education**

School Name and Location	Year	Major	Degree
High School _____	_____	_____	_____
College _____	_____	_____	_____
College _____	_____	_____	_____
Post-College _____	_____	_____	_____
Other Training _____	_____	_____	_____

In addition to your work history, are there are other skills, qualifications, or experience that we should consider?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Employment History (Start with most recent employer)**

Company Name \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

Date Started \_\_\_\_\_ Starting Wage \_\_\_\_\_ Starting Position \_\_\_\_\_

Date Ended \_\_\_\_\_ Ending Wage \_\_\_\_\_ Ending Position \_\_\_\_\_

Name of Supervisor \_\_\_\_\_

May we contact?  Yes  No

Responsibilities \_\_\_\_\_

\_\_\_\_\_

Reason for leaving \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

Date Started \_\_\_\_\_ Starting Wage \_\_\_\_\_ Starting Position \_\_\_\_\_

Date Ended \_\_\_\_\_ Ending Wage \_\_\_\_\_ Ending Position \_\_\_\_\_

Name of Supervisor \_\_\_\_\_

May we contact?  Yes  No

Responsibilities \_\_\_\_\_

\_\_\_\_\_

Reason for leaving \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

Date Started \_\_\_\_\_ Starting Wage \_\_\_\_\_ Starting Position \_\_\_\_\_

Date Ended \_\_\_\_\_ Ending Wage \_\_\_\_\_ Ending Position \_\_\_\_\_

Name of Supervisor \_\_\_\_\_

May we contact?  Yes  No

Responsibilities \_\_\_\_\_

Reason for leaving \_\_\_\_\_

**Emergency Contact**

In case of emergency, please notify:

Name \_\_\_\_\_ Phone \_\_\_\_\_

**Please Read Before Signing:**

I certify that all information provided by me on this application is true and complete to the best of my knowledge and that I have withheld nothing that, if disclosed, would alter the integrity of this application.

I authorize my previous employers and schools to give any information regarding employment or educational record. I agree that this company and my previous employers will not be held liable in any respect if a job offer is not extended, or is withdrawn, or employment is terminated because of false statements, omissions, or answers made by myself on this application. In the event of any employment with this company, I will comply with all rules and regulations as set by the company in any communication distributed to the employees.

In compliance with the Immigration Reform and Control Act of 1986, I understand that I am required to provide approved documentation to the company that verifies my right to work in the United States on the first day of employment. I will receive from the company a list of the approved documents that are required.

I understand that employment at this company is "at will," which means that either I or this company can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by statute. All employment is continued on that basis. I hereby acknowledge that I have read and understand the above statements.

Signature \_\_\_\_\_ Date \_\_\_\_\_

# Games by James

## Availability Form

*How many hours per week would we like to work?*

Minimum \_\_\_\_\_ Maximum \_\_\_\_\_ Ideal \_\_\_\_\_

*What days/times are you available?*

Monday \_\_\_\_\_

Tuesday \_\_\_\_\_

Wednesday \_\_\_\_\_

Thursday \_\_\_\_\_

Friday \_\_\_\_\_

Saturday \_\_\_\_\_

Sunday \_\_\_\_\_

*Are you available to work at our store in:*

<b>Burnsville Center in Burnsville, MN</b>	Anytime	Occasionally	Never
<b>Mall of America in Bloomington, MN</b>	Anytime	Occasionally	Never
<b>Southdale Center in Edina, MN</b>	Anytime	Occasionally	Never
<b>Rosedale Center in Roseville, MN</b>	Anytime	Occasionally	Never
<b>Oakwood Mall in Eau Claire, WI</b>	Anytime	Occasionally	Never

*Other scheduling requests or restrictions:*

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Signature \_\_\_\_\_ Date \_\_\_\_\_

# Games by James

## Criminal Record Release Authorization

Date: \_\_\_\_\_

The following named individual has made application with this business for employment.

Name: \_\_\_\_\_  
          First                          Middle                          Last

Maiden, Former or Alias \_\_\_\_\_

Date of Birth: \_\_\_\_\_  
                          Month/Day/Year

I authorize the Bureau of Criminal Apprehension to disclose criminal history record information to Games by James for the purpose of employment.

The expiration of this authorization shall be for a period no longer than one year from the date of my signature.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date