



APPLICATION FOR EMPLOYMENT

Equal access to programs, services and employment is available to all persons. Those applications requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.

Position(s) Applied For: _____ Date: _____

Name: _____ Telephone: _____

Address: _____

Type of Employment desired: Full-Time Part-Time Temporary/Seasonal Educational Co-Op

The Company's stores are open 7 days a week, and our daily business hours generally run from ___ a.m. to ___ p.m.
 Other than any unavailability for religious reasons, are you available to work these hours? Yes No.

Salary Requirement _____

Are you 18 years of age or older? _____ If no, state age: _____

Note: If under 18 years of age, employment is subject to verification of minimum legal age by age certificate or work permit.

Have you been convicted of a crime within the last 7 years that has not been sealed, expunged or statutorily eradicated?
 Yes No. (Please do not disclose convictions for misdemeanor marijuana-related offenses that are more than 2 years old; misdemeanor convictions for which probation has been successfully completed or discharged and the case has been judicially dismissed; or any referrals to and participation in any diversion programs.)

If hired, can you provide legal proof that you are eligible for employment in the United States? Yes No

Have you ever filed an application before? Yes No If yes, give date: _____

Have you ever been employed here before? Yes No If yes, give date: _____

EMPLOYMENT EXPERIENCE

Provide the following information, starting with most recent:

1.	Company Name	Telephone
	Address	Employed (State Month & Year)
	Name and Title of Supervisor	From: _____ To: _____
	State Job Title and Describe Your Work	Hourly Rate/Salary Start: _____ Last: _____
		Reason For Leaving
2.	Company Name	Telephone
	Address	Employed (State Month & Year)
	Name and Title of Supervisor	From: _____ To: _____
	State Job Title and Describe Your Work	Hourly Rate/Salary Start: _____ Last: _____
		Reason For Leaving
3.	Company Name	Telephone
	Address	Employed (State Month & Year)
	Name and Title of Supervisor	From: _____ To: _____
	State Job Title and Describe Your Work	Hourly Rate/Salary Start: _____ Last: _____
		Reason For Leaving

EDUCATIONAL RECORD

Name and Location of School	Years Completed	Did you Graduate?		Course of Study
High School				
College or University		Major	Degree	
Other				

Special Skills and Qualifications

Summarize special skills and qualifications acquired from education, employment or other experience:

A. I hereby authorize the Company to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the Company, my current and former employers and all other persons and entities from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure. I understand that consideration of my application is conditioned upon my successfully passing a background check. I agree to execute all appropriate documents permitting the company to conduct such a background check.

B. I certify that the facts as stated on this application are true and correct and that I have not omitted to state any pertinent facts or attempted to conceal information relevant to my employment application. I understand that any misrepresentation or omission on my part in this application or on any document or in any interview used to secure employment will result in my application being disregarded and my ineligibility for employment, or if discovered after employment, will lead to my dismissal from employment (regardless of when the misrepresentation or omission is discovered).

C. If employed, I agree to conform to the policies and procedures of the Company. I understand that nothing contained in this application, or conveyed during any interview which may be granted, or during my employment, if hired, is intended to create a contract for continued employment with the company. In addition, I understand and agree that if I am employed, my employment will be at will, meaning that it is for no definite or specified period of time and my employment and compensation may be terminated at any time, with or without cause, and with or without prior notice, at the option of the Company or myself. I understand that no representative of the Company has any authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing.

D. If the Company gets public records (e.g., records of arrest, conviction, civil action, tax lien, or outstanding judgment) itself without using a third party, then I am entitled to a copy of such records, unless I check the box below. If I am not hired or other adverse action is taken because of the records, then I will receive a copy even if I do check the box below.

- I waive my right to receive a copy of any public record described in the paragraph above.
- I understand that this application remains current for only three (3) months. At the conclusion of that time, if I have not heard from the Company and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

I ALSO UNDERSTAND THAT IF HIRED, I WILL BE REQUIRED TO:

- Provide proof of my identity and legal authorization to work in the United States
- Sign statements regarding Company policy on conflicts of interest, confidential information, policies and procedures, and certain other employment forms.

Signature of Applicant: _____

Date: _____

Kenneth Cole Productions, Inc. is an equal opportunity employer. No question on this application is asked for the purpose of limiting or excluding any applicant's consideration for employment because of race, color, religion, gender, sexual orientation, age, national origin, disability, covered veteran status, or any other status protected by federal, state or local laws. If you need a reasonable accommodation in the hiring process, please notify the person distributing or accepting this application.