

# Education

Circle last grade completed in high school:

9    10    11    12    GED

Name and location of school: \_\_\_\_\_

Circle last year of college or vocational school completed:

1    2    3    4    Graduated?  Yes  No

Name and location of most recent school: \_\_\_\_\_

Major/Area of Study/Degree: \_\_\_\_\_

# Professional References

List below three people not related to you, with whom you have worked and known at least one year.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Years Acquainted: \_\_\_\_\_

Occupation: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Years Acquainted: \_\_\_\_\_

Occupation: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Years Acquainted: \_\_\_\_\_

Occupation: \_\_\_\_\_

# Availability

Please list your availability.

	EARLIEST TIME	LATEST TIME
SUN		
MON		
TUES		
WED		
THU		
FRI		
SAT		

Please Read Carefully and Sign

I certify that the information in this application is correct to the best of my knowledge and understand that any misstatement or omission of information is grounds for ending the hiring process or dismissal in accordance with policy regardless of the time elapsed before discovery. I authorize verification of information provided on this application, and authorize the references listed above to give you all information concerning my previous employment and pertinent information they may have, and release all parties from the liability for any damage that may result from furnishing information to Party America, Inc. In consideration of my employment, I agree to conform to the rules and regulations of Party America, Inc.. I understand that all company policies, procedures and documents related to conditions of employment may be modified at any time by the company without notice and are not intended nor should be construed as establishing an express or implied contract of employment.

I understand that nothing contained in this application or conveyed during the interview which may be granted is intended to create an employment contract between me and the company. In addition, I understand and agree that if employed, my employment is for no definite or determinable period and may be terminated at any time, with or without cause and with or without notice, at either the options of myself or the Company. No promises or representation contrary to the foregoing are binding on the company unless made in writing and signed by me and an Executive of the Company.

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

# Work Where Everyone Is Cool And Appreciated!



# Employment Application

**PARTY AMERICA**

**PAPER FACTORY**  
A Party America Outlet Store

# Personal Information

Date \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_

Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

Are you under the age of 18?  Yes  No (If you are under 18, you may be required to provide a work permit.)

Have you ever been convicted of a felony?  Yes  No If yes, please explain. \_\_\_\_\_

Prior convictions will not necessarily disqualify an applicant from employment.

Are you eligible to work in the U.S. and would you be able to provide the necessary document(s) of proof upon hire?  Yes  No

Are you related to anyone employed by Party America? If yes, give name and location: \_\_\_\_\_

# Employment Interest

Position Desired \_\_\_\_\_

Full Time  Part Time  Seasonal

Salary Desired \_\_\_\_\_ Date Available \_\_\_\_\_

Have you ever been employed at Party America?  Yes  No

If yes, When: \_\_\_\_\_ Where: \_\_\_\_\_

What position? \_\_\_\_\_

How were you referred to Party America?  Walk-In Applicant

Newspaper Ad  Internet Ad (Website: \_\_\_\_\_)

Employee Referral (Name: \_\_\_\_\_)  Other \_\_\_\_\_

# Work History

List all employers for last ten years, as well as any previous retail experience. If necessary, attach additional sheets.

Employer		Job Title & Duties	Employment Dates	Pay Rates	Reason for Leaving
Present or Last Employer	Co. Name: _____	Position: _____ Supervisor's Name: _____	From: _____	First: _____	
	Address: _____	Duties: _____			
	City/State/Zip: _____		To: _____	Last: _____	
	Ph#: _____ May we contact? _____				
Previous Employer	Co. Name: _____	Position: _____ Supervisor's Name: _____	From: _____	First: _____	
	Address: _____	Duties: _____			
	City/State/Zip: _____		To: _____	Last: _____	
	Ph#: _____				
Previous Employer	Co. Name: _____	Position: _____ Supervisor's Name: _____	From: _____	First: _____	
	Address: _____	Duties: _____			
	City/State/Zip: _____		To: _____	Last: _____	
	Ph#: _____				
Previous Employer	Co. Name: _____	Position: _____ Supervisor's Name: _____	From: _____	First: _____	
	Address: _____	Duties: _____			
	City/State/Zip: _____		To: _____	Last: _____	
	Ph#: _____				