APPLICATION FOR EMPLOYMENT

SEPHORA

TO APPLICANT: We appreciate your interest in our organization and we are interested in your qualifications. A clear understanding of your job related skills and experience would aid us in determining whether your qualifications meet our employment needs. We are an Equal Employment Opportunity Employer. Consideration for employment is based solely on individual qualifications, without regard to race, marital status, religious creed, color, national origin, ancestry, physical handicap, medical condition, sex, sexual orientation, age, or any other protected category recognized by applicable federal, state and local law. This employment application is valid for a three-month period after submission to the company and only for the desired position(s).

EMPLOYEE

Name _____   E-Mail Address _____
        Last   First   M. Initial

Present Address _____   Phone Number (____) _____
        Street   City   Zip

Can you, after employment, submit verification of your legal right to work in the United States? ☐ Yes ☐ No   Are you at least 18 years of age? ☐ Yes ☐ No

Were you previously employed by Sephora or an LVMH Company? ☐ Yes ☐ No If yes, when?

Have you ever been convicted of a criminal offense (felony or serious misdemeanor)? ☐ Yes ☐ No If yes, state the nature of the crime(s), when and where convicted, and disposition of the case. (Note: Convictions for marijuana-related offenses that are more than 2 years old need not be listed.)

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)

List any relatives working for Sephora:

POSITION

Position(s) Applied For _____

Expected Rate of Pay $ _____ per _____   Would you work ☐ Full-time (32-40 hours) ☐ Part-time (under 32 hours)

Specify days and hours if part-time _____   Days available for work? _____

What source referred you to Sephora? _____

WORK EXPERIENCE

LIST BELOW ALL PRESENT AND PAST EMPLOYMENT, BEGINNING WITH YOUR MOST RECENT.

I	Name of Company	From Month Year	To Month Year	Summarize the Work You Did:	Reason for Leaving:
	Address			Position: _____	
	Phone Number	Starting Salary	Last Salary	Duties:	
	Name of Supervisor				

II	Name of Company	From Month Year	To Month Year	Summarize the Work You Did:	Reason for Leaving:
	Address			Position: _____	
	Phone Number	Starting Salary	Last Salary	Duties:	
	Name of Supervisor				

III	Name of Company	From Month Year	To Month Year	Summarize the Work You Did:	Reason for Leaving:
	Address			Position: _____	
	Phone Number	Starting Salary	Last Salary	Duties:	
	Name of Supervisor				

IV	Name of Company	From Month Year	To Month Year	Summarize the Work You Did:	Reason for Leaving:
	Address			Position: _____	
	Phone Number	Starting Salary	Last Salary	Duties:	
	Name of Supervisor				

May we contact the employers listed above? ☐ Yes ☐ No If no, indicate by # which one(s) you do not wish us to contact _____

Applicant _____   **SEPHORA – APPLICATION FOR EMPLOYMENT**

SKILLS

OFFICE/CLERICAL	Yes	No
Typing	☐	☐
Computer Hardware	☐	☐
Computer Software	☐	☐

WPM _____

Platforms include: _____

Programs include: _____

Other skills: _____

Many of our customers speak languages other than English. Please list any foreign languages that you understand and designate your ability, for each, to Speak, Read and Write as "Poor," "Fair," or "Fluent."

	Speak	Read	Write
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Are there any other experiences, skills or qualifications which you feel would contribute to the position for which you are applying?

_____

EDUCATION

School	Name & Address Course of Study	Last Year Competed (please circle)	Did you Graduate	Diploma or Degree
HIGH	_____ _____	1 2 3 4	☐ Yes ☐ No	
COLLEGE	_____ _____ Presently Enrolled? ☐ Yes ☐ No	1 2 3 4	☐ Yes ☐ No	
OTHER	_____ _____ Presently Enrolled? ☐ Yes ☐ No	1 2 3 4	☐ Yes ☐ No	

ACTIVITIES

List job-related honors and activities (including offices held). You may omit those activities or honors which indicate race, religion, creed, color, national origin, ancestry, sex, age, marital status, disability and any other characteristic protected by applicable law. _____

REFERENCES

Name and Occupation	Address	Phone Number

Is any additional information relative to change of name, use of an assumed nickname, or nickname necessary to double check on your work record?

☐ Yes   ☐ No   If yes, please explain. _____

The facts set forth in my application for employment are true and complete. I understand that if employed, false statements or omissions on this application shall be sufficient cause for dismissal. I hereby authorize investigation of all statements contained in this application.

I acknowledge that the Company and I have the right to terminate my employment at any time for any reason (with or without notice).

_____   _____
Date of Application   Signature of Applicant