



## EMPLOYMENT APPLICATION

Please PRINT all information clearly. Answer all questions unless you have provided a resume with duplicate information.

DATE: \_\_\_\_\_

**PERSONAL INFORMATION**

ARE YOU AT LEAST 18 YEARS OLD: \_\_\_\_\_

NAME: \_\_\_\_\_ SOCIAL SECURITY #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**EDUCATION** (CIRCLE HIGHEST LEVEL OF EDUCATION AND SUPPLY INFORMATION FOR EACH CATEGORY)

HIGH SCHOOL: 9      10      11      12

NAME OF HIGH SCHOOL: \_\_\_\_\_ LOCATION: \_\_\_\_\_

COLLEGE      1      2      3      4      MAJOR & DEGREE: \_\_\_\_\_

NAME OF COLLEGE: \_\_\_\_\_ LOCATION: \_\_\_\_\_

NAME OF GRADUATE SCHOOL: \_\_\_\_\_ LOCATION: \_\_\_\_\_

**EMPLOYMENT DESIRED**

FULL TIME \_\_\_\_\_ PART TIME \_\_\_\_\_ SUMMER/SEASONAL ONLY \_\_\_\_\_

DESIRED # OR HOURS PER WEEK: 5-15 \_\_\_\_\_ 15-25 \_\_\_\_\_ 25 OR MORE \_\_\_\_\_

DATE YOU ARE AVAILABLE TO START: \_\_\_\_\_ HOURLY WAGE EXPECTED: \_\_\_\_\_

PLEASE FILL IN YOUR AVAILABLE HOURS TO WORK

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
FROM							
TO							

\*Some weekends required. Regular store hours are Sun 12pm-5pm and Mon-Sat 10am-7pm, hours may be extended for special events and during the holidays. We have several required staff meetings/year that will be held on Sundays at 5pm.

PLEASE CHECK IF YOU ARE AVAILABLE TO WORK:

\_\_\_\_\_ THANKSGIVING WEEKEND      \_\_\_\_\_ SPRING BREAK

\_\_\_\_\_ WEEK PRIOR TO CHRISTMAS      \_\_\_\_\_ SUMMERS

DO YOU HAVE ANY RESTRICTIONS ON YOUR ABILITY TO PERFORM DUTIES OF THE POSITION? (INCLUDING STANDING ON YOUR FEET FOR LONG PERIODS OF TIME, CARRYING UP TO 50 LBS, CLIMBING LADDERS, LIFTING THINGS OVERHEAD, ETC)?

\_\_\_\_\_

HAVE YOU EVER BEEN CONVICTED OF A FELONY OR INCARCERATED RELATED TO A FELONY OFFENSE?    \_\_\_\_\_ YES    \_\_\_\_\_ NO

**SPECIAL TALENTS AND EXPERIENCE** (check all that apply)

Knowledge of Child Development	Social Media for Business
Merchandising, Displays, Window Design	Managing People
Teaching/Leading Groups of Children	Organized and Great with Details
Thrive in high energy setting and being on your feet	Love people, especially children
Artistic	Dressing up in costume/acting
Experience in Retail Sales	Receiving merchandise and Backroom Organization
Event Planning & Execution	Gift Wrapping
Computer Database Skills	Other: (explain)

WHAT MAKES YOU WANT TO WORK AT LEARNING EXPRESS TOYS? \_\_\_\_\_

**PREVIOUS EMPLOYMENT RECORD**

HAVE YOU EVER BEEN EMPLOYED BY LEARNING EXPRESS? \_\_\_\_\_ IF SO, WHEN/WHERE? \_\_\_\_\_

ARE YOU PRESENTLY EMPLOYED? \_\_\_\_\_ MAY WE CONTACT PRESENT EMPLOYER? \_\_\_\_\_

**START WITH YOUR MOST RECENT EMPLOYMENT AND GO BACK THREE CONSECUTIVE JOBS. INCLUDE MONTH AND YEAR ON EMPLOYMENT DATES.**

<b>POSITION &amp; DUTIES:</b>	<b>COMPANY:</b>	<b>LOCATION/PHONE:</b>
<b>START DATE:</b>	<b>END DATE:</b>	<b>REASON FOR LEAVING:</b>
<b>LOWEST SALARY:</b>	<b>HIGHEST SALARY:</b>	<b>SUPERVISOR</b>

<b>POSITION &amp; DUTIES:</b>	<b>COMPANY:</b>	<b>LOCATION/PHONE:</b>
<b>START DATE:</b>	<b>END DATE:</b>	<b>REASON FOR LEAVING:</b>
<b>LOWEST SALARY:</b>	<b>HIGHEST SALARY:</b>	<b>SUPERVISOR</b>

<b>POSITION &amp; DUTIES:</b>	<b>COMPANY:</b>	<b>LOCATION/PHONE:</b>
<b>START DATE:</b>	<b>END DATE:</b>	<b>REASON FOR LEAVING:</b>
<b>LOWEST SALARY:</b>	<b>HIGHEST SALARY:</b>	<b>SUPERVISOR</b>

**PRE-EMPLOYMENT STATEMENT:** I hereby affirm that the information provided on this application (and any resume submitted) is true and complete. I understand that any false or misleading statements or omissions may disqualify me from further consideration or employment and may result in my termination if discovered at a later date. I understand that neither this application nor any other Learning Express document constitutes a contract of employment for a specific term and that my employment is "at will" and may be terminated at any time by me or Learning Express. I authorize Learning Express to investigate all information pertinent to my application to determine my qualifications for employment. I hereby authorize all persons and organizations having relevant information to my application to provide that information to Learning Express and will hold harmless Learning Express, its employees and agents and all those providing information to it from any liability arising out of or as a result of the provision or use of that information. I understand that upon employment, the first 90 days is considered a probationary period. Following this period, Learning Express or I may decide to terminate our relationship without specifically stated cause.

I hereby acknowledge that I have read, understand and consent to the above statements.

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

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

## PERSONALIZATION

We offer FREE Personalization for our customers on items such as lap trays, clip boards, helmets, cups, etc.

This service is unique, fun and truly sets us apart.

Please select one of the 3 designs pictured and re-draw it below.

Feel free to be creative and have fun with this exercise.

Page 1 of 1



Page 1 of 1

