



# APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

In compliance with federal and state equal employment opportunity laws, applicants are considered for employment without regard to race, color, religion, sex, sexual orientation, ancestry, national origin, age, marital status, physical or mental disability or handicap, or genetic information. No question on this application is intended to elicit protected information. Also, it is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.

Please answer all questions and print legibly.

## ► Job Position

Position applying for:

Job Status:

- Part Time  
 Full Time

Application Date:

Date available to work:

Pay Desired

Are you available to work on Sundays?

- Yes  No  Sometimes

Have you ever been employed by Snow's Home & Garden?

- Yes  No

If Yes, specify position and dates:

## ► Applicant Information

Last Name:

First Name:

Middle Initial:

Street Address:

Apt/Unit Number:

City / Town:

State:

Zip / Postal Code:

Home Phone Number:

Social Security Number:

Are you legally eligible for employment in the United States?

- Yes  No (Proof of citizenship/immigration status will be required upon employment)

Are you under age 18?

- Yes  No (If under age 18, a work permit will be required upon employment)

## ► Education and Training

Type of School	Name and Location of School	No. of years	Graduated yes/no	Type of Degree Diploma/Certificate
HIGH SCHOOL	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="text"/>
COLLEGE or UNIVERSITY	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="text"/>
OTHER EDUCATION	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="text"/>

## ► Employment History

List your last three employers, starting with your most recent employer. Include self-employment, summer and part-time jobs. You may also include any verifiable volunteer work. (Please be as accurate as possible since we will contact past employers for reference purposes.)

1. Employer's Name:

Supervisor's Name and Title:

Employer's Location (City and State)

Your Title and Duties

Employer's Phone Number:

Reason for Leaving:

Dates Worked

From:

To:

Pay:  Hourly  Weekly  Monthly

Starting:

Final

May employer be contacted at this time for a reference?  yes  no

**2. Employer's Name:**

Employer's Location (City and State)

Employer's Phone Number:

Dates Worked

From:

To:

May employer be contacted at this time for a reference?  yes  no

Supervisor's Name and Title:

Your Title and Duties:

Reason for Leaving:

Pay:  Hourly  Weekly  Monthly

Starting:

Final

**3. Employer's Name:**

Employer's Location (City and State)

Employer's Phone Number:

Dates Worked

From:

To:

May employer be contacted at this time for a reference?  yes  no

Supervisor's Name and Title:

Your Title and Duties:

Reason for Leaving:

Pay:  Hourly  Weekly  Monthly

Starting:

Final

**Applicant's Agreement and Release**

PLEASE READ BEFORE SIGNING

**Employment at Will**

- I understand and agree that if hired my employment will be at-will in nature and may be terminated, with or without cause, at any time, by me or by Snow's Home & Garden. I also understand that this written statement supersedes any and all oral representations made by agents or representatives of Snow's Home & Garden.
- It is my understanding that this employment application, or the granting of an oral interview, does not represent a contract of employment or a promise of future benefits.

**Releases**

- I hereby authorize any former employer, person, firm, corporation, school, or government agency to answer any and all questions and to provide any information within their knowledge or records. I agree to hold Snow's Home & Garden and any former employer, any person, firm, corporation, school, or any government agency or any or all of them harmless and free of any liability for releasing any information (whether fact or opinion) that is within their knowledge or records. I agree that a photocopy of this authorization can be accepted with same authority as the original.
- Snow's Home & Garden is hereby authorized to release to any other firm or person with whom I seek employment, any and all information concerning my application and/or employment.

**Truthfulness**

- I certify that all information provided by me in support of my application for employment is true and correct to the best of my knowledge. I understand that misrepresentations or omissions may be cause for rejection, or may be cause for subsequent dismissal if I am hired.

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

One page of handwriting on unlined paper. Please use your favorite writing instrument, if available. Please discuss anything that comes to mind but nothing extremely private or personal, or write about your favorite colors. PLEASE SIGN THE PAGE. Thank you.

## Values revised for 2011

Below are two lists of so-called “values” each one of us may or may not have. They tend to be our daily priorities. Please spend a moment to examine and give thought to all items, one column at a time. Then, write a number, 1 through 21, in front of each word: giving #1 to what’s most important, ending with #21 for what’s least to you. In each column, each number is to appear only once. If unsure, you may leave a few, but not many, items blank. **Thank you.** If anything’s unclear, then please ask.

### **What you wish for most:**

Independence (to be free-floating, not tied down)  
Management accommodating me  
Management’s competence  
Management listening to me  
Time for recreation  
Time for interpersonal relations on job  
Victorious Competition solely to promote your Company  
Victorious Competition among staff  
Peace of Mind  
Learning accomplishment skills  
Skills of “persuading” others  
“Aggressive” fervor (to get results, things done)  
Religious/traditional values to work and live by  
Friendly human relations, for harmony and peace  
Easy work, friendly people, having a good boss  
Money and supervisory direction to be important  
Fairness and consistency from management  
Job stability and security  
Fun and easy-going on the job  
Getting rich quick, even if this means to be ruthless  
Getting rich quick only when no-one gets hurt

### **What you are:**

Polite  
Clever or smart  
Urgency-oriented  
Free of worries, carefree  
Cheerful  
Responsible  
Thriving by last-minute-pressure  
Following supervision  
Ambitious  
Honest  
Courageous  
Independent  
Team-playing, *helpful*  
*Optimistic*  
Imaginative  
Self-controlled  
Intellectual, loving to think.  
Competent (capable)  
*Quality-, thoroughness-focused*  
Accuracy/quality before on-timeness  
Relating to peers before tasks.

Your Name please:

Today’s date:

## *Sentence Completion*

-----

*Please complete the following sentences. Please work spontaneously.  
Do not spend time thinking about meaning or purpose of the sentences. Thank you.*

***Please list 5 adjectives that describe you most:***

***Please list 5 adjectives that indicate what you are NOT:***

***If I were a musical instrument, I would be***

***If I think of myself, the animal that comes to mind is***

***Please indicate what this "animal" would be doing:***

***If I could be an animal, I would like to be***

***Please indicate what this animal would be doing:***

***What sports do you prefer or don't you like sports?***

***Do you like to sing? \_\_\_\_\_yes; \_\_\_\_\_no***

***If yes, I generally have a tune in mind that is***

*(please describe tune, such as "sad," or "cheerful," or "uplifting").*

***My most favorite color is:***

***My next favorite color is:***

***My third favorite color is:***

***The color I like next is:***

***The color I like least or not at all is:***

THANK YOU.

**Your name, please:**

**Today's date:**