



## Employment Application

Twice As Nice is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religion, marital status, sexual orientation, political belief or disability. Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity within three (3) days of being hired. Failure to submit such proof within the required time shall result in immediate employment termination.

### Personal Data

\_\_\_\_\_  
Today's Date

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Mid Initial

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
Maiden (if applicable)

\_\_\_\_\_  
Street Address, City, State & Zip Code

\_\_\_\_\_  
Social Security Number (for reference check)

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
E-mail Address

### Position Preferences

Which location are you available to work? (Mark all that apply)

- Broadway/Alvernon     Broadway/Kolb     Ina/Old Father  
 Oracle/Wetmore     Peoria/43<sup>rd</sup> Ave (Phx)     Sierra Vista

What position are you applying?     Management     Buyer     Sales Assoc.     Expeditor

What days and hours are you available?

Monday \_\_\_\_\_ to \_\_\_\_\_ Tuesday \_\_\_\_\_ to \_\_\_\_\_ Wednesday \_\_\_\_\_ to \_\_\_\_\_ Thursday \_\_\_\_\_ to \_\_\_\_\_

Friday \_\_\_\_\_ to \_\_\_\_\_ Saturday \_\_\_\_\_ to \_\_\_\_\_ Sunday \_\_\_\_\_ to \_\_\_\_\_

What date could you start work? \_\_\_\_\_

### Education

#### High School

School Name: \_\_\_\_\_ City and State: \_\_\_\_\_

Degree or # of Years Completed: \_\_\_\_\_ Major or Subject: \_\_\_\_\_ Grade Point Average: \_\_\_\_\_

#### College

School Name: \_\_\_\_\_ City and State: \_\_\_\_\_

Degree or # of Years Completed: \_\_\_\_\_ Major or Subject: \_\_\_\_\_ Grade Point Average: \_\_\_\_\_

List any areas of special study research, and any additional qualifications not mentioned previously.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Previous Employment

List your current or most recent employment first. Include work related internships, military, and volunteer work.

**Current/Previous Employer:** \_\_\_\_\_

**City and State:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Supervisor's Name and Title:** \_\_\_\_\_ **Your Position/Title:** \_\_\_\_\_

**Reason for Leaving:** \_\_\_\_\_

**Name of Contact:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Salary:** \_\_\_\_\_ per  Hour  Week  Month  Year

**Dates of Employment** (month and year): **From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**May We Contact Your Employer:**  Yes  No

**Previous Employer:** \_\_\_\_\_

**City and State:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Supervisor's Name and Title:** \_\_\_\_\_ **Your Position/Title:** \_\_\_\_\_

**Reason for Leaving:** \_\_\_\_\_

**Name of Contact:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Salary:** \_\_\_\_\_ per  Hour  Week  Month  Year

**Dates of Employment** (month and year): **From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**May We Contact Your Employer:**  Yes  No

**Previous Employer:** \_\_\_\_\_

**City and State:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Supervisor's Name and Title:** \_\_\_\_\_ **Your Position/Title:** \_\_\_\_\_

**Reason for Leaving:** \_\_\_\_\_

**Name of Contact:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Salary:** \_\_\_\_\_ per  Hour  Week  Month  Year

**Dates of Employment** (month and year): **From:** \_\_\_\_\_ **To:** \_\_\_\_\_

**May We Contact Your Employer:**  Yes  No

## Professional References

| Name  | Title | Phone | Professional Relationship |
|-------|-------|-------|---------------------------|
| _____ | _____ | _____ | _____                     |
| _____ | _____ | _____ | _____                     |
| _____ | _____ | _____ | _____                     |

**Why do you want to work at Twice As Nice?** \_\_\_\_\_

\_\_\_\_\_

**How did you hear about employment opportunities with Twice As Nice?** \_\_\_\_\_

**Your Comments:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **Releases and Applicant's Signature**

In connection with my application for employment and as a condition for employment and as a condition of continuing employment, I understand that investigative background inquiries may be made on me including previous employers and references. These reports will include information as to my character, work habits, performance, education, compensation, and experience along with reasons for termination of employment from previous employers. I authorize without reservation, any party or agency contacted to furnish the above mentioned information and release all parties involved from liability and responsibility for doing so. I hereby consent to obtaining the above information from Twice As Nice and/or any of their agents. This authorization and consent shall be valid in original, fax, or copy form.

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### **Initials**

All hiring and employment at Twice As Nice is at will. I understand this application is not an employment contract, nor can it be used to create one. Employment by Twice As Nice has no specific term and may be terminated by the employee or Twice As Nice with or without notice. I acknowledge that Twice As Nice has not made any promises or representations that differ from those contained in this paragraph.

I understand I must provide satisfactory documents to establish my identity and right to work in the United States, if I am offered a position with Twice As Nice, and that failure to provide this evidence will result in the termination of my employment.

I release and agree to hold harmless any individual, company, business institution or government agency from all liability with regard to furnishing information to Twice As Nice. I agree to release and hold harmless Twice As Nice from all liability with respect to the receipt of such information.

I certify that the information I have furnished on this application form is true and complete. I understand that if any misrepresentation has been made by me verbally or in writing, any offer of employment with Twice As Nice may be terminated.

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**Applicant's Signature**

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**Date**