

Beads

96 Westchester Avenue
White Plains, NY 10601
Fax to 1-914-997-4150 or email to nancy@beadsWEST.com

Employment Application

PLEASE PRINT. COMPLETE BOTH SIDES.

Email address:	Date of Application
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Last Name	First Name	Middle Initial
Street		
City	State	Zip Code
Telephone Number(s):		
Days: ()	Evenings: ()	

BEADS is a non-smoking company. Are you a smoker? Yes No

Do you know how to make jewelry? Yes No

Are you qualified to teach jewelry making classes? Yes No

Do you have any retail experience? Yes No

IF YES: Please briefly describe your retail job responsibility and length of time.

Are you 18 years of age or older? Yes No

Are you available to work:

Full Time Part Time - ___hours/week Weekdays Weekends To teach classes

Are you legally qualified to work in the United States? Yes No

(Proof of citizenship or immigration status will be required upon employment.)

Have you ever been convicted of a crime? Yes No

A conviction record will not necessarily be a bar to employment. This information will be used only for job related purposes and only to the extent permitted by applicable law.

IF YES: state nature of offense, when, where and disposition

Summarize any special skills, training or accomplishments that would be relevant to a position at Beads White Plains.

We are an Equal Opportunity Employer

Please list your *most relevant* employment history, or attach a copy of your resume.

1. Employer (most recent)	Dates Employed		Work Performed/Responsibility
Address	From	To	
Telephone			
2. Employer	Dates Employed		Work Performed/Responsibility
Address	From	To	
Telephone			

I certify that the answers given herein are true and complete to the best of my knowledge. I also authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written documentation or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Employer.

Signature of Applicant

Date

**If you have a resume, you may attach it to this application.
FAX to 1-914-997-4150 or email your application to nancy@beadsWEST.com**