

# Application for Employment



## Office/Host

**TRICKS Granite Bay**  
4070 Cavitt Stallman Rd.

**TRICKS Folsom**  
370 Plaza Dr.

**TRICKS Sacramento**  
4440 Marconi Ave.

<b>Personal Information:</b> Please complete entirely and attach résumé.				<b>Location of interest:</b>		
Last Name		First		Middle		Date
Street Address		City		State		Zip
Home Phone:		Can you work mornings:		Can you work Saturdays:		Position Desired?
Cell Phone:		(Circle one) Yes No		(Circle one) Yes No		
Have you had any experience working in an office? (Circle one) Yes No If yes, please explain:						Are you over 18? Yes No
						Do you have your own transportation?
Do you have any experience in customer service? (Circle one) Yes No If yes, please explain:						Can you commit to one year?
						Expected Rate of Pay:
What prompted you to select TRICKS as a potential employer?						How many hours do you want to work in a week?
						When will you be able to begin work?

**Job Requirements In Brief:** Powerful customer service skills, strong etiquette in person and over the telephone, ability to handle multiple tasks simultaneously, ability to work efficiently and effectively under pressure, proficient with computers, proficient in handling payments.

After reading the above job requirements, would you be able to perform all potential job duties?

Yes No If no, please explain:

<b>Education:</b> (Circle last year completed)			
High School:	1 2 3 4	Year Graduated:	Where:
College:	1 2 3 4	Year Graduated:	Where:
List Degrees, Special Interests, Hobbies:			
Are you planning to further your education? Yes No			

<b>Employment History</b>	<b>Please give accurate, complete information</b>
Company Name:	Telephone: (     )
Address:	Employed (mo. & yr.) From:    To:
Name of Supervisor:	Rate of pay: Start:                      Last:
State job title and describe your work:	Reason for leaving:

<b>Employment History</b>	<b>Please give accurate, complete information</b>
Company Name:	Telephone: (     )
Address:	Employed (mo. & yr.) From:    To:
Name of Supervisor:	Rate of pay: Start:                      Last:
State job title and describe your work:	Reason for leaving:

We may contact the employers listed above unless you indicate those you do not want us to contact.	<b>Do not contact</b> Employer: Reason:
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<b>Other History</b> (Please give accurate, complete information)	<b>Office Use Only</b>
Have you been convicted of a crime in the last (7) years?    Yes      No	Date Interviewed
If Yes, list convictions that are a matter of public record (arrests are not convictions). A conviction will not necessarily disqualify you for employment:	Interviewed by

<b>Certification</b> (please read, sign and date)
<p>All applicants for employment are judged solely on the basis of qualification and ability without regard to age, sex, race, creed, color, national origin, marital status, disability, or veteran status. I understand and agree that employment may be contingent upon reference checks.</p> <p>I acknowledge the fact that the Company follows an employment-at-will policy, in that I or the Company may terminate my employment at any time, or for any reason applicable with state or federal law. I understand that this application is not a contract of employment. I understand that to be employed I must be lawfully authorized to work in the United States, and show the employer documents that will prove this.</p> <p>I authorize an inquiry to investigate my work, credit, and personal history and verify data given on this application, or on related papers and in interviews. I authorize all individuals, schools, and firms named therein, to provide any information requested about me, and I release them from all liability for damages in providing this information.</p> <p>I certify that all of the statements, herein are true and understand that any falsification or willful omission shall be sufficient cause for dismissal or refusal of employment.</p> <p>Signature: _____ Date: _____</p>