

# USA Pawn & Jewelry

## Application for Employment

### Personal Data

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Last Name \_\_\_\_\_  
Street Address \_\_\_\_\_ Social Security Number \_\_\_\_\_  
City/State/Zip \_\_\_\_\_ Phone Number \_\_\_\_\_  
How did you find out about this job? \_\_\_\_\_  
Minimum Pay Expected? \_\_\_\_\_ Are you at least 18 years old? \_\_\_\_\_  
Drivers License Number \_\_\_\_\_ State of Issue \_\_\_\_\_ Expiration Date \_\_\_\_\_  
Do you have a vehicle? \_\_\_\_\_ Make and Model? \_\_\_\_\_  
Are you legally eligible for employment in the US? \_\_\_\_\_  
Have you ever been convicted of a felony? \_\_\_\_\_  
Are you currently on parole? \_\_\_\_\_ Are you currently awaiting trial? \_\_\_\_\_  
Are you currently on deferred adjudication? \_\_\_\_\_  
If you answered yes to any of the above, please describe including dates, places and nature of  
infraction. \_\_\_\_\_

Note: Felony convictions or existence of a criminal record do not bar employment consideration.

### Employment Data

Are you seeking full time employment? \_\_\_\_\_ What position? \_\_\_\_\_  
What hours would you prefer to work \_\_\_\_\_  
What hours would you prefer not to work? \_\_\_\_\_  
Please indicate any shift you would not be available to work. \_\_\_\_\_  
Are you willing to work overtime? \_\_\_\_\_ Weekends? \_\_\_\_\_ Holidays? \_\_\_\_\_  
Are you currently employed? \_\_\_\_\_ If so, where? \_\_\_\_\_  
If hired, when would you be able to start? \_\_\_\_\_  
Have you ever worked for USA Pawn & Jewelry? \_\_\_\_\_ If so when? \_\_\_\_\_  
List any friends or relatives employed by this company. \_\_\_\_\_  
Are you on layoff and subject to recall? \_\_\_\_\_  
Have you ever been discharged or asked to resign from a position? \_\_\_\_\_ If so describe. \_\_\_\_\_  
How many days have you been late or missed from work or school over the last year other than approved  
vacation, sick or disability leave? \_\_\_\_\_

### Education

Circle the highest grade completed  
Elementary 1 2 3 4 5 6 High School 7 8 9 10 11 12 College 1 2 3 4 Graduate  
Name and location of school:  
Elementary \_\_\_\_\_  
High School \_\_\_\_\_  
College \_\_\_\_\_  
Are you a veteran? \_\_\_\_\_ If yes, dates \_\_\_\_\_ List any special skills or training \_\_\_\_\_

## Work History

Company: \_\_\_\_\_ Phone number w/area code \_\_\_\_\_  
Address: \_\_\_\_\_ City/state/zip \_\_\_\_\_  
Dates of Employment From \_\_\_\_\_ to \_\_\_\_\_ Beginning Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
Job Title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
Describe Duties Briefly \_\_\_\_\_  
\_\_\_\_\_  
Specific Reason for Leaving \_\_\_\_\_

Company: \_\_\_\_\_ Phone number w/area code \_\_\_\_\_  
Address: \_\_\_\_\_ City/state/zip \_\_\_\_\_  
Dates of Employment From \_\_\_\_\_ to \_\_\_\_\_ Beginning Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
Job Title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
Describe Duties Briefly \_\_\_\_\_  
\_\_\_\_\_  
Specific Reason for Leaving \_\_\_\_\_

Company: \_\_\_\_\_ Phone number w/area code \_\_\_\_\_  
Address: \_\_\_\_\_ City/state/zip \_\_\_\_\_  
Dates of Employment From \_\_\_\_\_ to \_\_\_\_\_ Beginning Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_  
Job Title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
Describe Duties Briefly \_\_\_\_\_  
\_\_\_\_\_  
Specific Reason for Leaving \_\_\_\_\_

Company: \_\_\_\_\_ Phone number w/area code \_\_\_\_\_  
Address: \_\_\_\_\_ City/state/zip \_\_\_\_\_  
Dates of Employment From \_\_\_\_\_ to \_\_\_\_\_ Beginning Salary \_\_\_\_\_ Ending \_\_\_\_\_  
Job Title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
Describe Duties Briefly \_\_\_\_\_  
\_\_\_\_\_  
Specific Reason for Leaving \_\_\_\_\_

May we contact all of the employers above? \_\_\_\_\_ If not which ones do you not wish us to contact?  
\_\_\_\_\_

How many jobs have you had in the last five years not listed above? \_\_\_\_\_

Why are you seeking new employment at this time? \_\_\_\_\_  
\_\_\_\_\_

### **Please read the following carefully, then sign and date this application.**

I authorize this company to make an investigation of all information contained in this employment application and I release from liability all companies and corporations supplying such information. I understand and false statements, answers or implications made by me on this application or other required documents shall be considered sufficient cause for denial of employment or discharge. Upon termination of my employment from the company for any reason, I release this company from all liability for supplying any information concerning my employment to any potential employer. I authorize this company, if applicable, to request a copy of my credit report, motor vehicle driving record, and any other investigative report deemed necessary through any third party sources. As required by law, upon request within a reasonable period of time, I will be notified and to the nature and scope of such investigations. I hereby agree to submit to any drug test required of me, whether prior to my employment or if employed by this company any time thereafter. If requested, I will take a post-job offer physical examination and my employment will be conditional upon passing such examination. During such employment, in the event I receive medical treatment for any condition, including a physical, psychological, emotional or psychiatric condition that is job-related, I hereby authorize the limited release and exchange of such medical information relating to my condition between my treatment provider and a company-designated physician. I further understand this is an application for employment and that no employment contract is being offered. I understand that if I am employed, that such employment is for an indefinite period of time and the company may change wages, benefits, and conditions at any time. My employment is at will. No individual with the company is authorized to change the employment at will status except an officer of the company, who may do so only in writing. I have read and understand the above.

Applicants Signature \_\_\_\_\_ Date \_\_\_\_\_