



# APPLICATION FOR EMPLOYMENT

Sherwood Management Co., Inc. and Daniel's Jewelers considers all applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, marital or veteran status, or based on any individual's status in any group or class protected by applicable federal, state, or local law. Sherwood Management Co., Inc. and Daniel's Jewelers also provides reasonable accommodations to qualified individuals with disabilities in accordance with the Americans with Disabilities Act and applicable state and local law. If you require an accommodation in the application process, please advise a store or corporate representative.

Name: \_\_\_\_\_ Date \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Telephone: Home (\_\_\_\_\_) \_\_\_\_\_ Mobile (\_\_\_\_\_) \_\_\_\_\_

Position Desired: \_\_\_\_\_ Full-Time  Part-Time  Expected Wage: \_\_\_\_\_

Are you at least 18 years old?

Yes  No

List any days/hours you are NOT available: \_\_\_\_\_

**NOTE:** Your actual hours will be determined by management and are always subject to change regardless of your expressed preference.

If hired, can you provide proof of identity and authorization to work in the United States?  Yes  No

Have you worked for this company before?

Yes  No If Yes, when and where?

List the name of any relative, friend or acquaintance ever employed by this company"

## EMPLOYMENT HISTORY

List all employers during the past 7 years with the most current first. If more than three, list their details on a separate paper.

May we contact your current employer?  Yes  No

### EMPLOYER 1

DATES FROM/TO		COMPANY NAME		COMPANY ADDRESS	
COMPANY PHONE	( )	IMMEDIATE SUPERVISOR		JOB DUITES	
JOB TITLE		LAST SALARY?	\$	REASON FOR LEAVING	

### EMPLOYER 2

DATES FROM/TO		COMPANY NAME		COMPANY ADDRESS	
COMPANY PHONE	( )	IMMEDIATE SUPERVISOR		JOB DUITES	
JOB TITLE		LAST SALARY?	\$	REASON FOR LEAVING	

### EMPLOYER 3

DATES FROM/TO		COMPANY NAME		COMPANY ADDRESS	
COMPANY PHONE	( )	IMMEDIATE SUPERVISOR		JOB DUITES	
JOB TITLE		LAST SALARY?	\$	REASON FOR LEAVING	

Have you ever been discharged from a job?  Yes  No

If yes, please provide details, including place(s) of employment, location(s), date(s), and circumstances of the discharge(s)

## PERSONAL INFORMATION

Are you interested in management?:  Yes  No  
 If yes, why?  
 \_\_\_\_\_  
 \_\_\_\_\_

If employed here, do you expect to also work elsewhere or attend school?  Yes  No If Yes, state where:  
 \_\_\_\_\_

What strong talents do you have that you can offer our company?  
 \_\_\_\_\_  
 \_\_\_\_\_

Circle Completed Years of Education:  
 11 12 13 14 15 16 17+  
 List any Degree or Trade School Diploma, or Training Certificate earned since High School  
 \_\_\_\_\_

What foreign languages do you speak? \_\_\_\_\_

## PERSONAL REFERENCES (Professional or Character)

Name	Phone Number	Relationship	Years Known

I understand that all positions in this company require the employee to be bondable. I certify that to the best of my knowledge, I am bondable.

This application is not intended to, nor does it create an offer of employment, or a contract of employment, express or implied, and should not be perceived as such. No promises have been expressed or implied to me regarding employment or duration of employment and I understand that no such promise or guarantee is binding upon the Company unless made in writing and signed by a corporate officer of the Company. I further understand that, if hired, all aspects of my employment relationship with the Company are not for any set period of time and may change or be terminated at will. This means that any employee may quit, or be discharged, or have any aspect of their employment relationship change, at any time, without cause or notice. Notwithstanding the fact that the Company may, in its sole discretion, give written warnings from time to time to various employees for failure to perform satisfactorily or follow Company policy, no such written notices are required prior to discharging an employee or prior to the Company making other types of changes to any aspect(s) of the employment relationship. This at will employment relationship policy cannot be changed except by a written agreement that is signed by both by the president of the Company and the employee involved.

I understand that if hired, I will be required to comply with all rules, policies, and regulations of the Company and that my compliance may be periodically tested either with or without my knowledge. I further understand that the Company benefits, rules, policies, and regulations may be changed, modified, deleted or added to at any time at the sole option of the Company and without any prior notice.

I understand that, as a condition of employment, or as a condition of continued employment if I am hired, SMC and Affiliates may conduct a criminal and/or consumer background check on me, and I will provide necessary consent to such.

While I understand that this application will be kept on file for a period of up to one year, I further understand that this application will be considered active for a period not to exceed ninety (90) days. I understand that if I wish to be considered for employment beyond this period, I should inquire as to whether or not applications are being accepted for the position for which I am interested and, if so, submit a new application.

I hereby certify that I have read and understand the foregoing statements and that each of my responses on this and all other SMC and Affiliates employment forms associated with my hire are true and complete. I understand that any false and misleading information or any omission on any of these forms may disqualify me from further consideration for employment or may result in my discharge if discovered after I have been employed.

Signature \_\_\_\_\_

Date \_\_\_\_\_