

ARTMART EMPLOYMENT APPLICATION

Artmart is an equal opportunity employer. All applications for employment will be considered without regard to race, religion, sex national origin, disability, or age.

PLEASE PRINT & TO BE CONSIDERED, ANSWER ALL QUESTIONS, ATTACH RESUME. Date: _____

Name _____ Email address: _____

Street Address _____ Apt. No. _____

City _____ State _____ Zip Code _____ Phone No. _____

I am applying for the following: one or more. Full time _____ (32+ Hrs) Part time _____. Sales art supplies _____
 Cashier _____. Receiving _____ Other _____ Picture framing design _____. Framing _____ Sales frames & supplies _____.

Desired starting pay \$_____ per Hr.

Are you currently employed? _____ May we contact your current employer? _____

My attendance record at my last place of employment was:

Excellent _____ Good _____ Satisfactory _____ Poor _____ Unsatisfactory _____

On what date would you be available for work? _____

If hired, can you provide documents establishing your eligibility to work in the U.S.? _____

Name any friends or relatives currently working for us? _____

OUR FULL TIME SCHEDULING ROTATES THE FOLLOWING HOURS

Monday 9-8 Tuesday 9-8 Wednesday 9-8 Thursday 9-8 Extra Christmas Hours

Friday 9-8 Saturday 9-6 Sunday 12-5 Full time = 32+ Hrs. Some Holidays

You will be expected to work any of the above hours as a condition of employment.

Do you have conflicts with any of our hours? _____

RATE YOUR KNOWLEDGE IN THE FOLLOWING AREAS:

1=Excellent

2=Good

3=Fair

4=Beginner

5=None

Fine Art Papers		Oils		Acrylics		Crafts		Framing	
Print Making		Drawing		Pastels		Air Brush		Math Skills	
Graphic Design		Watercolor		Pottery		Sculpting		Sales Skills	

List any other special qualifications, training, education, skills, or experience that you feel warrant consideration by the company.

List any equipment skills (10-key calculator, cash register, computer etc.) you have which might be useful on the job for which you are applying: _____

School most recently attended:

Name _____ Location _____ Majored In: _____ Degree: _____

Years Attended? _____ Did You Graduate? _____ Grade Point Average? _____ Still Enrolled? _____ Will Graduate In _____

Are you color blind?: _____ Most sales and all picture-framing positions require an employee to have a keen sense of color.

How were you informed of the availability of this position? one of the following:

RIVERFRONT TIMES _____ SUB.JOURNALS _____ CRAIG'S LIST _____ FRIEND _____ WALK IN _____ OTHER _____

Artmart & Frame Center have strict policies on appearance, punctuality, stock keeping and service to its customer.

PLEASE PRINT AND TO BE CONSIDERED, ANSWER ALL QUESTIONS.

Start with your present or last job. You may exclude organizations, which indicate race, color, religion, gender, national ancestry or origin, disability, veterans or other protected status.

Employment Experience	Dates Employed	Work Performed	Hourly Rate/Salary
Employer:	From:		Starting:
Address:	To:		Ending:
Telephone No.'s:	#	#	
Supervisors:			
Job Title:	Reason for Leaving:		
Employer:	From:		Starting:
Address:	To:		Ending:
Telephone No.'s:	#	#	
Supervisors:			
Job Title:	Reason for Leaving:		

Personal references not a relative:
Name: _____ Ph.#: _____
Name: _____ Ph.#: _____

APPLICANT'S STATEMENT: I certify that answers given herein are true and complete to the best of my knowledge.

In the event of employment, I understand that **false or misleading information** given in this application or interview(s) may result in refusal to hire or, if employed, may subject me to discharge at any time after its discovery. If employed, I agree to abide by all rules and regulations of the company.

I agree to authorize background screenings with the knowledge that this is to become part of my employment record. I hereby authorize my former employers and references to furnish any information concerning me and release them from any and all liabilities or damages of any nature because of furnishing such information. They may rely on a copy of this release.

I hereby acknowledge that any employment relationship with this Company is of an **"at will"** nature, which means that I may resign at any time, and the company may discharge me at any time with or without cause. It is further understood that this **"at will"** employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged as applying to me in writing by the President of the Company.

I understand I may undergo a comprehensive **drug test** prior to hire and drug/alcohol tests at any time during my employment at the discretion of the Company. I agree to sign the required forms authorizing such testing and permitting the examining laboratory to disclose to the Company and its representatives the results of such tests to be included in my medical records. I understand my initial and continued employment is conditioned on my consent to such testing as well as the findings/results of the tests.

Signature of the applicant

Date

**This application is not an offer of employment and will remain active for 45 days.
After this time, applicant must renew the application to be reconsidered for employment.**