

Leebo's Stores Inc. APPLICATION FOR EMPLOYMENT

We are an equal Opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion or national origin.

PERSONAL INFORMATION

DATE OF APPLICATION: _____

Name: _____

Last

First

Middle

Address: _____

Street

(Apt)

City, State

Zip

Contact Information: _____

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Home Telephone

Mobile

Email

POSITION SOUGHT: _____

Desired Pay Range: _____

By hour or Salary

Are you currently employed? _____

EDUCATION

	Name and Location	Graduate? – Degree?	Major / Subjects of Study
High School			
College or University			
Specialized Training, Trade School, etc...			
Other Education			

Please list your areas of highest proficiency, special skills or other items that may contribute to your abilities in performing the above mentioned position.

PREVIOUS EXPERIENCE

Please list beginning from most recent

Dates Employed	Company Name	Location	Role/Title

Job notes, tasks performed and reason for leaving:

Dates Employed	Company Name	Location	Role/Title

Job notes, tasks performed and reason for leaving:

Dates Employed	Company Name	Location	Role/Title

Job notes, tasks performed and reason for leaving:

Dates Employed	Company Name	Location	Role/Title

Job notes, tasks performed and reason for leaving:

Dates Employed	Company Name	Location	Role/Title

Job notes, tasks performed and reason for leaving:

QUESTIONNAIRE

Are you legally eligible to work in the United States? YES NO

Are you 18 years or older? YES NO

You must be at least 18 years of age to work for Leebo's unless otherwise required by law.

Do you have relatives employed by Leebo's? YES NO

If yes, please list names and where they work

Have you ever been convicted of a crime (other than a minor traffic violation)? YES NO

If yes, please explain

Have you ever worked for Leebo's? YES NO

If yes,

When: _____

Where: _____

Under What Name: _____

Reason for Leaving: _____

Work availability: Full Time Part Time

Our stores are open for business on holidays, weekends, and special events. While we attempt to reasonably accommodate the personal needs of our employees (including sincerely held religious beliefs), ultimately the work schedules are based on business needs and may be subject to change on a daily basis.

Will you have a reliable means of transportation? YES NO

When will you be able to start?

Do you have experience working in a retail store? YES NO

If yes,

When: _____

Where: _____

Do you have experience working as a cook or in a quick service restaurant?

YES NO

If yes,

When: _____

Where: _____

QUESTIONNAIRE CONTINUED

This job involves moderate to heavy lifting. Can you lift 30 pounds with or without reasonable accommodation? **With** **Without**

Our smoking policy states that no employee may smoke in or within 20 feet of the building. Can you adhere to this policy? **YES** **NO**

You must be at least 18 years of age to work for Leebo's unless otherwise required by law.

Our phone policy bans the use of all cell phones in or outside the building while on duty, with store phone for business or emergency use only. Can you adhere to this policy? **YES** **NO**

While on duty, the employee must be in full uniform at all times. This includes proper shirt, name tag, and non-skid shoes. Can you adhere to this policy? **YES** **NO**

Hiring is conditional upon, among other things, a candidate and/or employee submitting proof of identity and work eligibility in accordance with the Immigration Reform and Control Act, completing and obtaining successful results on a drug screen (if applicable) and criminal background check. I understand that this application is not a contract, offer, or promise of employment. I certify that all information provided by me is true, accurate and complete, I understand that falsification, misrepresentation or omission of fact on this application or any other accompanying or required documents will be cause for denial of employment or immediate termination of employment, regardless of how or when it is discovered. I authorize the investigation of all statements and information contained in this application. I release from all liability anyone supplying such information, and I also release the employer from all liability that might result from conducting an investigation.

Signature: _____ **Date:** _____

Interviewed By: _____ **Store No.:** _____

Hired	Date	Position	Salary
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Remarks: _____

