



## EMPLOYMENT APPLICATION

As an equal opportunity employer, Alumni Hall Stores, LLC does not discriminate in hiring or terms and conditions of employment because of an individual's race, creed, color, sex, age, handicap or national origin.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date of Application

Position Desired \_\_\_\_\_

Full Time     Part Time     Temporary     Permanent

Salary Expected \$ \_\_\_\_\_ per \_\_\_\_\_

Days of Week and Hours Available:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Available to start \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

### PERSONAL INFORMATION

Last Name	First Name	Middle Name	Are you a Citizen of the US? [ ] Yes [ ] No
Present Street Address	City	State	Zip
How long have you lived there: ____Yrs. ____Mos.	Previous Street Address	City	State
How long did you live there: ____Yrs. ____Mos.	Home Phone Number	Social Security Number	Are you under 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is there any additional information involving a change of your name or assumed name that will permit us to check your work record?			
Have you ever been employed by a division of Alumni Hall Stores, LLC before? [ ] Yes [ ] No	When	Where	Position

### EDUCATION

Type of School	Name and Location of School	Degree/Area of Study	Number of Years Attended	Graduated (Check One)
HIGH SCHOOL	Name		Highest Grade completed _____	Yes    No <input type="checkbox"/> <input type="checkbox"/>
	City	State		
POST HIGH SCHOOL	Name			Yes    No <input type="checkbox"/> <input type="checkbox"/>
	City	State		
OTHER	Name			Yes    No <input type="checkbox"/> <input type="checkbox"/>
	City	State		

### PERSONAL HISTORY

Academic and Professional Activities and Achievements, Awards, Publications or Technical-Professional Societies. Indicate type or name. Exclude organizations which indicate race, creed, color, sex, age, handicap or national origin of its members.	Date Awarded
List names of friends or relatives now employed by Alumni Hall Stores, LLC:	
List any hobbies or special interests you have:	

### MILITARY SERVICE

Branch of Service	Technical Specialization	Rank Attained	Date Entered ____/____ Mo.    Yr.	Date Discharged ____/____ Mo.    Yr.
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## EMPLOYMENT HISTORY

List employment starting with your most recent position. Account for any time during this period that you were unemployed by stating the nature of your activities.

If you have less than three places of employment, include personal references to be contacted. May we contact your present employer? [    ] Yes [    ] No

If no, why? \_\_\_\_\_ May we contact your past employers? [    ] Yes [    ] No

If no, why? \_\_\_\_\_

DATES	NAME AND ADDRESS OF EMPLOYER	POSITION HELD AND SUPERVISOR	LIST MAJOR DUTIES	WAGES	REASON FOR LEAVING
From: _____/_____/_____ mo. yr. To: _____/_____/_____ mo. yr.	Name _____ Address _____ Phone _____	Your Job Title _____ Supervisor _____		Starting _____ Ending _____	
From: _____/_____/_____ mo. yr. To: _____/_____/_____ mo. yr.	Name _____ Address _____ Phone _____	Your Job Title _____ Supervisor _____		Starting _____ Ending _____	
From: _____/_____/_____ mo. yr. To: _____/_____/_____ mo. yr.	Name _____ Address _____ Phone _____	Your Job Title _____ Supervisor _____		Starting _____ Ending _____	

## MISCELLANEOUS

1. Are you currently awaiting trial for any criminal offense? [    ] Yes [    ] No No Note: A "Yes" answer will not necessarily disqualify you from employment. Please explain any "Yes" answer so that individual circumstances can be considered. Use additional paper if necessary. \_\_\_\_\_

2. Have you ever been terminated from employment? [    ] Yes [    ] No If yes, please explain: \_\_\_\_\_

3. Have you ever been convicted of a felony? Do not identify any felony conviction that has been sealed or expunged pursuant to a court order.  
[    ] Yes [    ] No Note: A "Yes" answer will not necessarily disqualify you from employment. Please explain any "Yes" answer so that individual circumstances can be considered. Use additional paper if necessary. \_\_\_\_\_

## PLEASE READ THIS STATEMENT CAREFULLY

I hereby affirm that the information given by me on this application for employment is complete and accurate. I understand that any omission or falsification will be immediate grounds for dismissal. I authorize a thorough investigation to be made in connection with this application concerning my character, general reputation, personal characteristics and mode of living, whichever may be applicable. I understand that this investigation may include personal interviews with third parties, such as family members, business associates, financial sources, friends, neighbors or others with whom I am acquainted. I further understand that I have the right to make a written request within a reasonable period of time for a complete and accurate disclosure of the nature and scope of the investigation.

It is understood that, as a prerequisite to consideration for employment, I agree to submit to such future examinations, physical or other, as may be lawful and required by the company.

If I am hired, I agree that my employment and compensation can be terminated with or without cause and without notice at any time, at the option of Alumni Hall Stores, LLC or myself. I understand that no store manager or other representative of Alumni Hall Stores, LLC, other than a senior vice-president of human resources, has authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing.

I have read and affirm as my own the above statements.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date