

# Marc Alan Salon & Day Spa

## Application for employment

To the Applicant; we sincerely thank you for taking the time to submit an application to our Company. We continually seek friendly, candidates with a passion to learn. Please fill out this form completely with as much information as possible so we may evaluate the best position for you.

Marc Alan is an equal opportunity employer, and will not discriminate against, sex, religion, race, age, marital or national origin.

**Please mail or fax your application to: Marc Alan Day Spa 3319 Vollmer Road, Flossmoor Illinois 60422 Fax: 219-558-8303**

**Questions? Phone 708-799-4306 and ask for a Manager**

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Name: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
                    First                                    Middle                                    Last                                    Soc Security Number

Address: \_\_\_\_\_ \\  
                    Street                                    City                                    State                                    Zip

Phone Number: \_\_\_\_\_ License Number \_\_\_\_\_ Are you 18 years or older? Yes No

**EMPLOYMENT HISTORY: May we contact your present/Past employer? \_\_\_\_\_**

**If you have not worked, please provide references, Us Military Service or Volunteer experience.**

Company: \_\_\_\_\_ Location: \_\_\_\_\_  
Phone: \_\_\_\_\_ Position: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Dates worked From: \_\_\_\_\_ to \_\_\_\_\_  
Salary \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Company: \_\_\_\_\_ Location: \_\_\_\_\_  
Phone: \_\_\_\_\_ Position: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Dates Worked From: \_\_\_\_\_ to \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

Company: \_\_\_\_\_ Location: \_\_\_\_\_  
Phone: \_\_\_\_\_ Position: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Dates Worked from: \_\_\_\_\_ to \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

Company: \_\_\_\_\_ Location: \_\_\_\_\_  
Phone: \_\_\_\_\_ Position: \_\_\_\_\_  
Supervisor \_\_\_\_\_ Dates worked from \_\_\_\_\_ to \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

**Education**

**High School** \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ # of years completed \_\_\_\_\_

College: \_\_\_\_\_

Trade School: \_\_\_\_\_

Cosmetology School \_\_\_\_\_

**References: 3 people who you have known for at least one year and are not a relative**

Name	Address	Phone	Years known
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Position Applying for:** \_\_\_\_\_

**Salary Desired:** \_\_\_\_\_

**Are you a US Citizen able to be employed legally? Yes No**

**In the past 7 years, have you ever been convicted of a crime, excluding misdemeanors and traffic violations? Yes No**

**if Yes please explain:**

\_\_\_\_\_  
\_\_\_\_\_

**Statement: Please read and sign to the validity of this statement**

**I certify that the information I have given is true and complete and understand that any misleading or false information may result in termination at any time with Marc Alan Salon & Day Spa. I authorize Marc Alan to investigate my past employment and personal references. If hired, I agree to follow and respect the policies and expectations of Marc Alan Salon & Day Spa.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Office Use only:**

**Hired** Yes No                      **Position:** \_\_\_\_\_                      **Interviewed by:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Full or Part time:** \_\_\_\_\_