

Application for Employment Sales Associate

We are looking for people that are friendly, outgoing, honest and reliable who enjoy working in customer service & answering the phone. The job is varied and changes from day to day.

Organizational skills and the ability to follow through with tasks are also important.

Other helpful skills that relate to the job are:

Interest in sewing, knitting, quilting, merchandise display, and math skills for figuring yardage amounts.

The job also entails physical skills of lifting bolts and moving display pieces.

You will be working in a team environment finishing side jobs in a timely manner.

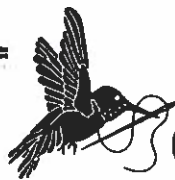
The job entails:

- Helping customers with questions, cutting fabric, helping plan sewing projects, gathering supplies needed for the project.
- Operating the cash register, opening and closing tasks.
- Answering the telephone and taking special orders and imparting information to potential customers.
- Light cleaning, vacuuming and taking out garbage & recycling.
- Pricing items and merchandising
- Processing mail orders
- Helping out with cut goods for bundles and kits
- Helping with store samples

Please fill out the attached application and questionnaire and return to:

- Stitchin' Post Attention: Diane Jaquith, P.O. Box 280 Sisters, Oregon 97759,
- Drop off at the shop 311 West Cascade, Sisters OR
- Email to diane.j@stitchinipost.com

If you have any questions, please email diane.j@stitchinipost.com.



Stitchin' POST

APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

Date _____ Social Security Number _____

Name _____

Present Address _____
Street City State Zip

Permanent Address _____
Street City State Zip

Phone No. (day) _____ evening _____

Referred by _____ Are you 18 years of age or older? Yes No

EMPLOYMENT DESIRED

Position _____ Date You Can Start _____

Are you employed now? Yes No If So, May we inquire of your present employer? Yes No

Have you ever worked in retail before? Yes No If so, Where? _____ When? _____

EDUCATION

	Name and Location of School	Circle Last Year Completed	Did you Graduate?
High School		1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No
College		1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other Training		1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No

GENERAL

Areas of expertise that relate to position applying for _____

Special training that relates to position applying for _____

(Continued)

FORMER EMPLOYMENT List below your last four employers, starting with the last one first.

Date Month and Year	Name and Address of Employer	Position	Reason for Leaving
From			
To			
From			
To			
From			
To			
From			
To			

REFERENCES List below three people not related to you, whom you have known at least one year.

Name	Phone	Position	Years Acquainted
1			
2			
3			

AUTHORIZATION

I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the employer.

I authorize the Stitchin' Post to contact my references and my past employers for information regarding my former employment, character and general reputation as it relates to the applied position. I release the Stitchin' Post, any former employers and all references listed above from any and all claims, demands and liabilities arising out of or related to such disclosure.

I understand and agree that nothing contained in this application, or conveyed in any interview, is intended to create an employment contract. I further understand this application does not obligate the Stitchin' Post to hire me. I understand that this application is a preliminary requirement for an interview.

Date _____ Signature _____

FOR STITCHIN' POST USE ONLY

Date application received _____

Date of Interview _____

Date Hired _____