

# SANTA'S WORKSHOP

Cascade, CO 80809  
719-684-9432



## APPLICATION FOR EMPLOYMENT Equal Opportunity Employer 2016 Season

Last Name: \_\_\_\_\_ First Name \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Home Telephone: (\_\_\_\_\_) - \_\_\_\_\_ - \_\_\_\_\_ Cell number (\_\_\_\_\_) - \_\_\_\_\_ - \_\_\_\_\_

Social Security Number (after hire) \_\_\_\_\_

### AGE: Check one of the following:

- 16 to 17 years of age  18 years of age or over  
Age and Birth Date will be required after employment

### IN CASE OF EMERGENCY NOTIFY:

Name of Parent, Guardian or Next of Kin: \_\_\_\_\_

The above person's relationship to you: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime telephone number \_\_\_\_\_

Have you ever been employed by Santa's Workshop before?  Yes  No

If yes, give the year(s) you were employed \_\_\_\_\_

Name of Supervisor \_\_\_\_\_

### SANTA'S WORKSHOP IS OPEN MID-MAY THRU DECEMBER 24

**NOTE: Your availability dates are very important. Please give serious consideration to the dates you choose, because they will have a strong bearing on your application. Failure to comply with the dates you choose may affect future employment status.**

I am available weekends until school is out for the summer  Yes  No

I can begin full-time from: \_\_\_\_\_

Beginning Date

Ending Date

I am available to work Labor Day Weekend  Yes  No

I can work weekends after school starts in the Fall  Yes  No

If you were hired is there any activity for any time this year when you would not be available to work a regular schedule? Such as family reunions, vacation, school activities like football camp, band, volleyball, etc.? If there is anything that might interrupt or delay your employment, please state and give dates:

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

.....  
**For Office Use**

O: \_\_\_\_\_

PT \_\_\_\_\_

FT \_\_\_\_\_

Position \_\_\_\_\_ Where \_\_\_\_\_

Drug test scheduled \_\_\_\_\_

Employee # \_\_\_\_\_

T/C # \_\_\_\_\_

GL Acct \_\_\_\_\_ Job Class# \_\_\_\_\_

RFR \_\_\_\_\_

Results \_\_\_\_\_

**MEDICAL HISTORY:**

Can you perform the functions of the job for which you are applying with or without a reasonable accommodation? **Y** or **N** (Circle one) If No what can be done to accommodate any limitation you feel you may encounter: \_\_\_\_\_

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

**EDUCATION:**

	Name & Location	Circle highest grade completed as of June 2016
School		7 - 8 - 9 - 10 - 11 - 12
College		1 - 2 - 3 - 4
Other		1 - 2 - 3 - 4

**EMPLOYMENT HISTORY**

**#1**  
 EMPLOYER \_\_\_\_\_ ADDRESS \_\_\_\_\_  
 POSITION HELD \_\_\_\_\_ SUPERVISOR \_\_\_\_\_  
 DATES EMPLOYED: FROM \_\_\_\_ TO \_\_\_\_ RATE OF PAY: \_\_\_\_\_  
 PHONE NUMBER \_\_\_\_\_ REASON FOR LEAVING \_\_\_\_\_

**#2**  
 EMPLOYER \_\_\_\_\_ ADDRESS \_\_\_\_\_  
 POSITION HELD \_\_\_\_\_ SUPERVISOR \_\_\_\_\_  
 DATES EMPLOYED: FROM \_\_\_\_ TO \_\_\_\_ RATE OF PAY: \_\_\_\_\_  
 PHONE NUMBER \_\_\_\_\_ REASON FOR LEAVING \_\_\_\_\_

**#3**  
 EMPLOYER \_\_\_\_\_ ADDRESS \_\_\_\_\_  
 POSITION HELD \_\_\_\_\_ SUPERVISOR \_\_\_\_\_  
 DATES EMPLOYED: FROM \_\_\_\_ TO \_\_\_\_ RATE OF PAY: \_\_\_\_\_  
 PHONE NUMBER \_\_\_\_\_ REASON FOR LEAVING \_\_\_\_\_

**SPECIAL SKILLS OR QUALIFICATIONS:** \_\_\_\_\_  
 \_\_\_\_\_

Have you ever been convicted of a felony?  Yes  No  
 If Yes, please explain: \_\_\_\_\_  
 \_\_\_\_\_

How did you hear about Santa's Workshop? \_\_\_\_\_

Have you reliable transportation to work? \_\_\_\_\_  
 (Be specific) \_\_\_\_\_



I hereby certify the information provided by me in this Application for Employment is true, correct and complete to the best of my knowledge. I understand that the omission, falsification, and/or misrepresentation of any fact from this application or during any interview will be cause for rejection of my application or immediate dismissal if I become employed.

I authorize all employers, schools, and other organizations and persons' named on my application to provide any information relevant to an employment decision, and I release them from any/all liability whatsoever.

I further understand that Santa's Workshop is an at-will employer. This means that if I am employed, it is not for any specific time or duration. I understand that, just as I am free to resign at any time, Santa's Workshop reserves the right to terminate my employment at any time, with or without cause and without prior notice.

\_\_\_\_\_  
 Signature Date