



# Application for employment



Equal Opportunity Employer programs, services and employment are equally available to everyone. Please inform the Human Resources Department if you require reasonable accommodation for the application or interview

## Contact Information

|                 |                       |                |                    |
|-----------------|-----------------------|----------------|--------------------|
|                 |                       |                |                    |
| Full legal name |                       | Phone number   | Today's date       |
|                 |                       |                |                    |
| Address         |                       | City           | State Zip          |
|                 |                       |                |                    |
| Email address   | Position Applying for | Salary desired | Date you can start |

## Legal

Are you a citizen of the United States? \_\_\_\_\_ If not, are you legally allowed to work in the United States? \_\_\_\_\_ If you are under 18 years of age, can you provide a work permit? \_\_\_\_\_  
 Employed now? \_\_\_\_\_ If so, may we inquire of your present employer? \_\_\_\_\_ Have you applied here, before? \_\_\_\_\_  
 Have you ever pleaded guilty, no contest or been convicted of a crime? \_\_\_\_\_ If yes, give dates and details.

Answering "yes" to these questions does not constitute an automatic rejection for employment. Date of the offense, rehabilitation and position applied for will be considered.

## Availability

Please circle type of employment desired: **Full time** **Part time** **Temporary** **Seasonal**

| List hours/days available. | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|----------------------------|--------|--------|---------|-----------|----------|--------|----------|
| From                       |        |        |         |           |          |        |          |
| To                         |        |        |         |           |          |        |          |

## Education

|             |           |                   |           |
|-------------|-----------|-------------------|-----------|
| High School | Graduate? | Other Schooling?  | Graduate? |
| College     | Graduate? | Special training? | Graduate? |

## Experience

On a 5 scale **1= Not sure/none** **2=I'm familiar with that/sometimes** **3= I've seen it done/would like to learn** **4=I do that well** **5=I love to teach/exceptional**

|               |                           |                              |                            |                         |
|---------------|---------------------------|------------------------------|----------------------------|-------------------------|
| Lensometer?   | Finish Lab?               | Make customers feel welcome? | Come to work on time?      | Fast learner?           |
| Pupillometer? | Type 20 words per minute? | Answer phones politely?      | Help promote the business? | How I accept criticism? |

Certain positions require enrollment in an approved optical school (as required by Individual state law). If hired, will you enroll in an approved optical school and/or course of optical instruction. Please circle one. **YES - NO - NOT SURE**

|  |                     |              |                     |
|--|---------------------|--------------|---------------------|
| Name and address or location of most recent employer | Dates of employment | Phone number | Last salary wage    |
| Responsibilities                                     |                     |              | Reason for leaving? |
|  |                     |              |                     |
| Name and address/location of prior employer          | Dates of employment | Phone number | Last salary wage    |
| Responsibilities                                     |                     |              | Reason for leaving? |
|  |                     |              |                     |
| Name and address/location of prior employer          | Dates of employment | Phone number | Last salary wage    |
| Responsibilities                                     |                     |              | Reason for leaving? |

I certify that my answers are true and complete to the best of my knowledge. I authorize Custom Eyes LLC. to make such investigations and inquiries of my personal employment, education, financial and other related matters as may be necessary for an employment decision. I hereby release employers, schools or individuals from liability when responding to inquiries in connection with my application. In the event I am employed, I understand that false or misleading information given in my application or interview may result in discharge. This is a pre-employment questionnaire and does not constitute a job offer or guarantee of employment.

**X** \_\_\_\_\_ Date \_\_\_\_\_  
Signature of Applicant