

Vanity  
 1001 25<sup>th</sup> ST N  
 Fargo, ND 58102



**STORE EMPLOYMENT APPLICATION**  
 An Equal Opportunity Employer

STORE LOCATION: \_\_\_\_\_

**General Information.** Please complete all requested information. Use ink & print clearly.

First Name		MI	Last Name	
Telephone # (s)				
Street Address		City	State	Zip
Position Applying For		Full-Time	Part-Time	
Are you at least 18 yrs. old? <input type="checkbox"/> Yes <input type="checkbox"/> No Are you at least 16 yrs. old? <input type="checkbox"/> Yes <input type="checkbox"/> No Do you have a work permit? <input type="checkbox"/> Yes <input type="checkbox"/> No Are you legally authorized to work in the US? (If offered employment, documentation will be required regarding citizenship or work authorization) <input type="checkbox"/> Yes <input type="checkbox"/> No Do you have a current US Passport? <input type="checkbox"/> Yes <input type="checkbox"/> No		Have you worked for Vanity before? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes when & where?		
List any relatives or friends employed by Vanity, their position & location.				
How did you hear about this position?				

**Work Experience.** List your previous experience, beginning with your current or most recent position.

Employer	Position	Dates Employed		
		From:	To:	
Street Address		City	State	Zip
Phone #	Supervisor/Title			
		May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Duties	Reason for Leaving	Salary Starting:	Ending:	

Employer	Position	Dates Employed		
		From:	To:	
Street Address		City	State	Zip
Phone #	Supervisor/Title			
		May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Duties	Reason for Leaving	Salary Starting:	Ending:	

**References.** Individuals not related to you. Business references preferred.

Reference	Reference
Street Address City State Zip	Street Address City State Zip
Phone # Relationship/Title	Phone # Relationship/Title

**Education.**

School, Address, City & State	# of years completed	Degree/Course of Study
High School		
College		
Other		

**Criminal History.**

Have you ever been convicted of a felony crime or theft related misdemeanor?  Yes  No  
 (You are not required to disclose expunged or sealed convictions.)  
 If yes, please explain:

**Availability.** List specific hours you are available to work per week (indicate am/pm).

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
From							
To							

What date would you be able to start? \_\_\_\_\_ Number of hours available per week? \_\_\_\_\_

I certify that the answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment, including current and past employment, education, background history, driving history, credit history, and criminal history. I hereby expressly release from liability all persons, companies, corporations, agencies, and schools supplying information. I understand and authorize background checks on employment, education, references, driving, credit, and criminal history. I understand that upon my written request, I will be informed whether a credit, driving, or criminal report was sought and if used in my employment decision, I will receive a copy of the report. I acknowledge that a fax or photocopy of this release shall be as valid as the original. I hereby authorize, without reservation, any financial institution, information service bureau, law enforcement agency, school, employer, or reference to furnish the requested information to Vanity or its vendor. I understand that I can revoke this authorization at any time in writing. Such written revocation is not valid until received by Vanity Payroll & Compliance Manager.

I hereby understand that any employment relationship with Vanity is "at-will," which means that the employee may resign at any time and the employer may discharge employee at any time with or without cause. It is further understood that "at-will" employment or any other agreement involving Vanity may not be changed unless specifically acknowledged in writing by Vanity's President. In the event of employment, I understand that any falsification or omission of information given in my application or interview(s) is immediate grounds for dismissal. I also understand that I am required to abide by all rules and regulations of Vanity.

I understand and agree that Vanity corporate office is located in North Dakota and that North Dakota law is the governing law for the application, hiring and employment process. I hereby agree to the use of electronic records and electronic signatures for any transactions with Vanity that may require my signature.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

EEO M/F/D/V

