RENEWGOO.COM APPLICATION FOR EMPLOYMENT is a drug free, smoke free, “work safe” environment we are an Equal Opportunity Employer. We consider applicants for all positions without regard to race, color, religion, gender, national origin, age, disability which can be reasonably accommodated without undue hardship, marital or veteran status, or any other classification protected by law.

PERSONAL INFORMATION: Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full Name

|  |
| --- |
|  |

Present Address City State Zip Code

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |

Phone Numbers:

|  |  |  |
| --- | --- | --- |
| Home: ( )  | Cell: ( )  | Email:  |

Do you require Working Papers? (Working Papers may be required if you are under 18): Yes No

EMPLOYMENT DESIRED:

|  |  |
| --- | --- |
| Position: | Salary Desired: |

Are you employed? Yes No If yes, may we inquire of your present employer? Yes No

What type of employment are you seeking? Full Time Part Time Temporary/Seasonal

Are you willing to work (circle all that apply)?

Days Nights Weekends Holidays Overtime

When could you start employment? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

WORK SCHEDULE:

Can you work a flexible schedule where days and number of hours scheduled is different each week? Yes No

Please indicate below your earliest and latest hours of availability for each day

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| \_\_\_ to \_\_\_\_  | \_\_\_ to \_\_\_\_  | \_\_\_ to \_\_\_\_  | \_\_\_ to \_\_\_\_  | \_\_\_ to \_\_\_\_  | \_\_\_ to \_\_\_\_  | \_\_\_ to \_\_\_\_  |

RENEWGOO.COM stores are often open for business on holidays and have extended business hours for special events, store promotions, inventory or holidays.

EDUCATION OR EQUIVALENT EXPERIENCE:

|  |  |  |
| --- | --- | --- |
| Name and Location of School | Degree | Subjects/Major |
| High School:  |  |  |
| College:  |  |  |
| Trade, Business or Correspondence:  |  |  |

GENERAL:

|  |
| --- |
| Subjects of Special Study/Research Work or Special Training/Skills |
|  |

U.S. MILITARY OR NAVAL SERVICE

Branch: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Rank: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dates of Service: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

WORK EXPERIENCE:

(List below three working experiences including but not limited to former employers, not for profit organizations and/or volunteer work)\*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| DateMonth and Year | Name, Address &Telephone # of Employer | SALARY Salary/Bonus | Position | Reason for Leaving |
| From \_\_\_\_\_\_\_\_\_\_To\_\_\_\_\_\_\_\_\_\_\_\_\_  |  |  |  |  |
| From \_\_\_\_\_\_\_\_\_\_To\_\_\_\_\_\_\_\_\_\_\_\_\_  |  |  |  |  |
| From \_\_\_\_\_\_\_\_\_\_To\_\_\_\_\_\_\_\_\_\_\_\_\_  |  |  |  |  |

**WORK EXPERIENCE REFERENCES**: (No Personal References)

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Telephone Number | Supervisor’s Position/Company | Years Known |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Have you been convicted of a crime or offense of any kind? Yes  No

Conviction(s) will not necessarily disqualify an applicant from employment. Factors such as age and time of the offense, seriousness and nature of the violations, and rehabilitation will be taken into account. Convictions that have been expunged, sealed, discharged, or otherwise cleared from your record do not have to be disclosed.

 If yes, please provide a brief description of the violation, date of conviction and city and state: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you have any relatives employed with RENEWGOO.COM? Yes No If Yes, please indicate Name, Location and Position of Relation(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Are you permitted by law to work in the United States? Yes No

**Note: All new hires will be required to prove eligibility to work in the U.S. upon hire in accordance with federal law.**

Can you perform the essential functions of this job for which you have applied with or without reasonable accommodation? Answer this question after you understand the requirements of the job for which you are applying. Yes No

All potential applications may be subject to our pre-employment screening process, including, where applicable, background check and drug testing.

AUTHORIZATION- APPLICANT STATEMENT (PLEASE READ THE FOLLOWING CAREFULLY)

I hereby affirm that the information on this application (and accompanying documents, if any) is true and complete to the best of my knowledge. I also agree that any misstatement, falsified information, or omission deemed significant by Party City may disqualify me from further consideration for employment and/or may be considered justification for discharge if discovered after an offer of employment has been extended to me. I understand that nothing in this application or any other Party City documentation, or an acceptance of employment, creates or is an employment contract between Party City and me, and that should I be hired, my employment would be for no fixed duration and could be terminated by me or Party City at any time with or without cause, reason or notice. I understand that no oral or written statement to the contrary shall change this relationship, or should be relied upon by me. If hired, as a condition of my employment, I agree to conform to the rules and regulations of Party City Retail Group, including but not those limited to those pertaining to confidentiality, conflict of interest, harassment, fraternization, conduct, health, safety and security. I authorize all persons, schools, companies, corporations and organizations named in this application (an accompanying documents, if any), to release any information concerning my background, and I hereby release them and Party City from any and all claims of liability in law and in equity that may arise out of the release and attainment of such information. I understand that this application for employment will only be considered for 120 days from the date it is submitted. Should I wish to be considered for employment beyond this time period, I must submit a new application.

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Resume Submission Questions

1. Describe a time you managed to calm an irate customer. How did you manage to maintain your professionalism and address their complaint?

2. Tell us about a time where you felt defeated; e.g., your project was falling apart, you were unable to meet your boss’s timeline goals, your idea was dismissed, etc. How did you respond to the adversity?

3. Have you ever faced an ethical dilemma at work? If so, what was the issue and what did you do?

4. Describe a successful team project you worked on so far. What was your contribution?

5. Think about the most exciting and energizing aspect of your current or most recent position. What did you specifically enjoy about it? Why?