

Party Perfect

Party Perfect
 Special Event Rentals
 Richmond, VA
 804-359-2400
 www.partyperfect.com



3210 W. Marshall Street
 Richmond, VA 23230
 Phone (804) 359-2400
 Fax (804) 355-0476

Employment Application

POSITION APPLIED FOR	Date:
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Thank you for your interest in Party Perfect. Only final candidates for posted openings will be contacted personally.

GENERAL INFORMATION			
Name (last, first, middle initial)	Social Security No. (Optional)		
Street Address	City, State, Zip		
Home Phone No.	Work Phone No.	Cell Phone No.	Email
Are you authorized to work in the United States? Proof of Authorization will be required post hire.			
Yes No			
TRAINING AND EDUCATION			
CIRCLE HIGHEST GRADE COMPLETED: 8 9 10 11 12 GED			
Colleges/other training	Major/subject	Degree/certificates	
ADDITIONAL SKILLS Describe skills relevant to the job for which you are applying			
SKILL	TYPE OF EXPERIENCE		LEVEL OF EXPERTISE
Office equipment, (typing speed, programs, etc.)			
Technical skills, professional licenses			
Computers			
Software			
Other			
Can you perform the essential functions of the job with or without reasonable accommodation? Yes No			

Address:		Supervisor	
Phone	Hours worked/week	Starting salary	
Position		Last salary	
Primary duties			
Number of employees supervised by you	May we contact this employer		Supervisor's phone
Reason for leaving			
Employer		Employed from:	To:
Address:		Supervisor	
Phone	Hours worked/week	Starting salary	
Position		Last salary	
Primary duties			
Number of employees supervised by you	May we contact this employer		Supervisor's phone
Reason for leaving			
PROFESSIONAL REFERENCES	Please list below any people in addition to supervisors listed above who can responsibly evaluate your work performance		
Please use additional paper if necessary.			
	Name	Place of employment/title	Phone

It is understood and agreed that the foregoing is true to the best of my knowledge, and that my falsification of this application will be grounds for elimination from further consideration. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.

I authorize Party Perfect to solicit information regarding my character, general reputation, credit, previous employment, and similar background information, and to contact any and all references I have given on my application. I release all parties and persons connected with any such request for information from all claims, liabilities, and damages that may arise out of the furnishing of such information. If employed, I release Party Perfect from any liability for future references it may provide regarding my work history at Party Perfect.

I understand that employment with the Employer is "at-will", which means that either Party Perfect or I can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by statute. All employment is continued on that basis. I understand, also, that I am required to abide by all rules and regulations of the employer.

Applicant's signature _____ **Date** _____