

# J. Arthur's Salon

HAIR • FACE • NAILS • BODY

## APPLICATION FOR EMPLOYMENT

We appreciate you taking the time to fill out this questionnaire so we can learn more about you. We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.

(PLEASE PRINT)

### PERSONAL INFORMATION:

How Did You Learn About Us? \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_ DOB \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_ Position Desired: \_\_\_\_\_

Have you ever been arrested for a crime? If so, please describe \_\_\_\_\_

### EDUCATION:

High School: \_\_\_\_\_

Business/Trade/Technical: \_\_\_\_\_

College: \_\_\_\_\_

Computer Skills: \_\_\_\_\_

### Specialized Training or Skills:

____ Sales	____ Marketing	____ Bilingual	____ Waxing	____ Corrective Color	
____ Perms	____ Up Do's	____ Relaxer	____ Make Up	____ Weave	____ Deep Conditioner
Highlights	____ w/ Foils	____ w/o Foils			
Hair Cuts	____ Long	____ Short	____ Women	____ Men	____ Children

Describe Massage Therapy or Esthetician skills \_\_\_\_\_

Describe Manicure / Pedicure skills \_\_\_\_\_

List any additional information you feel may be helpful to us in considering your application. \_\_\_\_\_

**Employment (Start with present or last job):**

Company Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Dates Employed: \_\_\_\_\_

Booth Rental Rate: \_\_\_\_\_ or Pay: \_\_\_\_\_ Work Performed \_\_\_\_\_

Still Employed \_\_\_\_\_ Yes \_\_\_\_\_ No If no, Reason for leaving \_\_\_\_\_

May we contact this employer: \_\_\_\_\_ Yes \_\_\_\_\_ No

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Company Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Dates Employed: \_\_\_\_\_

Booth Rental Rate: \_\_\_\_\_ or Pay: \_\_\_\_\_ Work Performed \_\_\_\_\_

Reason for leaving \_\_\_\_\_

May we contact this employer: \_\_\_\_\_ Yes \_\_\_\_\_ No

\*\*\*\*\*  
Company Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Dates Employed: \_\_\_\_\_

Booth Rental Rate: \_\_\_\_\_ or Pay: \_\_\_\_\_ Work Performed \_\_\_\_\_

Reason for leaving \_\_\_\_\_

May we contact this employer: \_\_\_\_\_ Yes \_\_\_\_\_ No

**Personal/Professional Reference (Do not include family members or past supervisors):**

1. Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Best time to call: \_\_\_\_\_ Occupation: \_\_\_\_\_

2. Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Best time to call: \_\_\_\_\_ Occupation: \_\_\_\_\_

3. Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Best time to call: \_\_\_\_\_ Occupation: \_\_\_\_\_

**Employee Expectations:**

(Please list below what the salon can expect from you. (Example: dependability, on time, courteous, etc)

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_

**Customer Service Skills:**

What Days / Time are you available to work: Circle preference - (M) Morning (A)Afternoon (E)Evening

Sun - M / A / E   
  Mon - M / A / E   
  Tue - M / A / E   
  Wed - M / A / E  
 Thur - M / A / E   
  Fri - M / A / E   
  Sat - M / A / E

As a Booth Renter will you travel if Salon offer advance training?:  Yes  No If no, Why \_\_\_\_\_

What are three examples of great customer service:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

What motivates you (example: education, financial, added job responsibilities, rewards, etc):

\_\_\_\_\_

\_\_\_\_\_

What do you like about your profession? \_\_\_\_\_

\_\_\_\_\_

What do you dislike about your profession? \_\_\_\_\_

\_\_\_\_\_

Place a check next to the one that applies most to you:

- Motivated   
  Good Communicator   
  Timely   
  Positive Personality  
 Flexible   
  Want to learn   
  Funny   
  Team Player  
 Keep up with seasonal trends through magazines and books  
 Feel comfortable dealing with client conflict issues  
 Enjoy direct interaction with clients

What are your basic steps in dealing with a stressful situation?

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

Why do you feel you would be an asset to the salon/spa?

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

What are the four top characteristics of your "perfect work environment"?

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

Describe any long term professional goals.

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

As a Booth Renter and the owner of your own business how do you feel about suggested guidelines from the Owner for consistency purposes in the Salon?

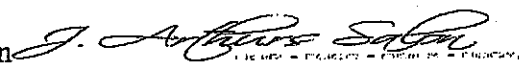
\_\_\_\_\_  
\_\_\_\_\_

Tell us a little about yourself (hobbies, etc.) \_\_\_\_\_

\_\_\_\_\_

***Applicant's Statement:*** I certify that answers given herein are true and complete. I authorize investigation of all statements contained in this application for lease rental as may be necessary in arriving at a lease rental decision. This application for lease rental shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for lease rental beyond this time period should inquire as to whether or not applications are being accepted at that time. I hereby understand and acknowledge that, unless otherwise defined by applicable law, any tenant relationship with J. ARTHURS Salon is of an "at will" nature, which means that the tenant may resign at any time and the employer may discharge tenant at any time with or without cause. It is further understood that this "at will" lease rental relationship may not be changed by any written document unless such change is specifically acknowledged in writing by the Owners of J. ARTHURS Salon. In the event of lease rental, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer if I am a tenant at J. ARTHURS Salon.

<b>Signature of Applicant</b>	<b>Date</b>
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Thank you for your interest in 

Please mail resume to: J. Arthurs Salon  
Recruitment  
1920 Park Ave  
St. Louis, MO 63104

If you have any questions, please email us at [professionals@jarthurssalon.com](mailto:professionals@jarthurssalon.com) or call 314-771-0771.  
Jan 2010