

# BEADWORKS

16 Bassett Street, Providence, RI 02903  
Telephone (401) 861-4540 Fax (401) 861-6670

## Employment Application

*PLEASE PRINT. COMPLETE BOTH SIDES.*

Email address:	Date of Application
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Last Name	First Name	Middle Initial
Street		
City	State	Zip Code
Telephone Number(s):		
Days: (    )		Evenings: (    )

Do you know how to make jewelry?  Yes  No

Are you qualified to teach jewelry making classes?  Yes  No

Do you have any retail experience?  Yes  No

IF YES: Please briefly describe your retail job responsibility and length of time.

Are you 18 years of age or older?  Yes  No

Are you available to work:

Full Time  Part Time - \_\_\_hours/week  Weekdays  Weekends  To teach classes

Are you legally qualified to work in the United States?  Yes  No

*(Proof of citizenship or immigration status will be required upon employment.)*

Have you ever been convicted of a crime?  Yes  No

A conviction record will not necessarily be a bar to employment. This information will be used only for job related purposes and only to the extent permitted by applicable law.

IFYES: state nature of offense, when, where and disposition

Summarize any special skills, training or accomplishments that would be relevant to a position at Beadworks.

## We are an Equal Opportunity Employer

Please list your *most relevant* employment history, or attach a copy of your resume.

<b>1. Employer (most recent)</b>	<b>Dates Employed</b>		<b>Work Performed/Responsibility</b>
Address	From	To	
Telephone			
<b>2. Employer</b>	<b>Dates Employed</b>		<b>Work Performed/Responsibility</b>
Address	From	To	
Telephone			

I certify that the answers given herein are true and complete to the best of my knowledge. I also authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, 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 this "at will" employment relationship may not be changed by any written documentation or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, 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.

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

\_\_\_\_\_  
Date

**If you have a resume, you may attach it to this application. Mail or fax to  
Beadworks, 16 Bassett Street, Providence, RI 02903 Fax (401) 861-6670  
or email to Nancy@beadworksProvidence.com**