

Silver Sun Tan USA

1973 Hog Mountain Road
Watkinsville, Ga. 30677
(706) 769.0422

It is the policy of Silver Sun Tan USA to provide equal opportunities to all applicants and employees without regard to any legally protected status such as race, color, religion, gender, national origin, age, disability or veteran status.

1. Applicant Name: (First, MI, Last) _____
Address: _____
City/State/Zip: _____
Number of Years at the Address: _____
Daytime Phone: _____ Evening Phone: _____
Social Security Number: _____
Date of Birth: _____

2. Salary Desired: \$ _____ per _____

3. Referral Source: Who referred you to our company?

4. Have you applied to our company previously? ____yes____no
If yes, when? _____

5. Driver's License number: _____
State issued: _____

6. If offered employment, when would you be available to begin work?

7. Are you able to perform the essential functions of the job position without reasonable accommodation? ____Yes____No
What reasonable accommodations, if any, would you require?

8. Have you ever been convicted of any crime, including traffic violations?
____Yes____No If yes, please describe:

THE EXISTENCE OF A CRIMINAL RECORD DOES NOT CONSTITUTE AN AUTOMATIC BAR EMPLOYMENT UNLESS RELEVANT TO THE TYPE OF EMPLOYMENT.

9. Employment History: List your current or most recent employment first.

Employer Name: _____
Address: _____

City/State/Zip: _____

Job Duties: _____

Reason for Leaving: _____

Dates of Employment: _____

Employer Name: _____

Address: _____

City/State/Zip: _____

Job Duties: _____

Reason for Leaving: _____

Dates of Employment: _____

Employer Name: _____

Address: _____

City/State/Zip: _____

Job Duties: _____

Reason for Leaving: _____

Dates of Employment: _____

10. Applicant's Education and Training:

High School: Name and Address _____

Last Grade __9__10__11__12 Diploma? __Yes__No

College Name and Address:

Did you receive a degree? __Yes__No If yes, degree received: _____

Other Training (graduate, technical, vocational):

Awards, Honors, Special Achievements: _____

11. Skills: Check those skills that you have. List any other skills that may be useful for the jobs you are seeking. Enter the number of years of experience and circle the number which corresponds to your ability for each particular skill.(One represents poor ability, while five represents exceptional ability.)

Skill Years of Experience Ability or Rating

{ } Word Processing _____ 1 2 3 4 5

{ } Accounting/Bookkeeping _____ 1 2 3 4 5

{ } Filing _____ 1 2 3 4 5

12. Hours Available to work:

{ } Monday _____

{ } Tuesday _____

{ } Wednesday _____

{ } Thursday _____

{ } Friday _____

{ } Saturday _____

{ } Sunday _____

13. References: List any two people who would be willing to provide a reference for you.

Name: _____
Address: _____
City/State/Zip: _____
Telephone: _____
Relationship: _____

Name: _____
Address: _____
City/State/Zip: _____
Telephone: _____
Relationship: _____

14. Please Provide any other information that you believe should be considered:

15. In case of emergency, please list a contact name and phone number:

CERTIFICATION

I certify that the information provided on the Application is truthful and accurate. I understand that providing false or misleading information will be the basis for rejection of my Application, or if employment commences, immediate termination.

I authorize Silver Sun Tan USA to contact former employers and educational organizations regarding my employment and education. I authorize my former employers and educational organizations to fully and freely communicate information regarding my previous employment, attendance and grades. I authorize those persons designated as references to fully and freely communicate information regarding my previous employment and education.

I HAVE CAREFULLY READ THE ABOVE CERTIFICATION AND I UNDERSTAND AND AGREE TO ITS TERMS.

APPLICANT SIGNATURE DATE