



REFRESHING DESIGNS

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Wage: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for any of the Karvonen Group companies? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: _____ Location: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Location: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Location: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Wage:\$ _____ Ending Wage:\$ _____
Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Wage:\$ _____ Ending Wage:\$ _____
Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Wage:\$ _____ Ending Wage:\$ _____
Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Customer Service Acknowledgement

Retail businesses often succeed or fail based on customer service. So, we make service to our guests one of our top priorities. Please read the following customer service expectations carefully:

- Arrive at work ready to surprise and delight our guests
- Arrive at work rested, prepared, and engaged for the day's activities
- Arrive at work with an open mind and heart
- Arrive ready to support a positive atmosphere and have fun
- Arrive ready to perform my role to the best of my ability
- Arrive ready to learn and develop my skills

The Karvonen approach to Service		
1. A warm, cheerful, and sincere greeting while using the guest's name, when possible.	2. Anticipation and service of guest's needs, wishes and expectations. Under promise, over deliver, consistently.	3. Kind farewell. Give a thankful good-bye and well wishes while using the guest's name, when possible. Invite him/her back.

I understand the customer service expectations detailed above and believe that I am capable of meeting them.

Signature: _____ Date: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____

Submission Options:

Mail: Refreshing Designs
103 E Main Street
Perham, MN 56573

Email: bailee@refreshingdesigns.biz