

EMPLOYMENT APPLICATION

FORMAL FANTASY 121 E 9th Ave. Stillwater, OK 74074 (405)780-7720

Position: PART TIME Sales Assistant. Duties: Assist customers in selecting clothing and accessories for formal events. Answer phone calls, stock store and prep and display merchandise. Must have good communication skills and a positive attitude. Must be able to carry at least 25 lbs. repeatedly during the day and be able to kneel or sit on the ground without difficulty. Knowledge of formal wear styles and terminology a plus. Starting pay \$9/hr., max. 20 hrs. per week.

Position: PART TIME Sewing assistant. Duties: mark garments for alteration, perform basic clothing alterations such as (but not limited to) pant hems and dress hems working on a variety of casual and special occasion fabrics. All work will be performed at Formal Fantasy during regular business hours using provided equipment. Some customer service is required. Starting pay \$12/hr., max. 20 hrs. per week.

Please circle the position for which you are applying: **SALES** **SEWING**
Sewing skill level: (Please circle) BEGINNER INTERMEDIATE ADVANCED

For consideration as an employee, please completely fill out BOTH SIDES of the application. Applications received incomplete will not be considered.

Name: _____ Phone _____

Address: _____ City, State, Zip _____
EMAIL _____

Education: School most recently attended: _____ Graduated? Y/ N Enrolled now? Y/ N
If at OSU: Major: _____ Expected Graduation date: _____

FORMALWEAR/ALTERATIONS KNOWLEDGE QUESTIONS:

- 1) Which of these is NOT a real type of bustle? a) French b) switch c) American d) side e) African bustle
- 2) What is the standard cuff width on men's pants? a) 1" b) 1.5" c) 2" d) 4" e) I don't know
- 3) Which body type CAN'T wear a mermaid gown? a) hourglass b) diamond c) triangle d) inverted triangle e) rectangle f) apple g) pear h) none of the above. WHY? _____
- 4) True or False: A strapless dress can't have sleeves added to it.
- 5) If a customer has measurements (bust/waist/hip) of 36-26-41, which dress size do you order from this size chart? Small: 35.5-27.5-38.5 Med: 37.5-29.5-40.5 Lg: 39.5-31.5-42.5
WHY? _____

Work Experience: list your two most recent jobs within the last 5 years:

Company: _____ Address: _____
Phone: _____ Position _____ Dates Employed: _____
Rate of pay _____ Supervisor _____ Reason for leaving: _____

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GENERAL: Have you ever been discharged or asked to resign by any of your previous employers? (circle one)
Y / N If yes, please explain _____

Within the past 5 years, have you ever been convicted, plead guilty, or plead "no contest" to a felon or misdemeanor other than a traffic violation? (conviction will not necessarily bar you from employment) Y / N (circle one) If yes, please explain _____

Hours Available: We are open 11-6:30 M-F, 11-4 Sat. List start and leave time. Ex: Mon 11-2 Tues 4-6:30, etc.

We operate on a fixed schedule that does not vary week to week. Only list times that you can consistently work. For instance, if you need every other Saturday off, do not list any hours available for that time.

M _____ Tues _____ Wed _____ Thurs _____ Fri _____ Sat _____

Date available to start _____ # of hours per week desired _____

How were you referred to Formal Fantasy? _____

Please list two references other than family members or previous employers.

Name _____ Phone #: _____ Relationship: _____

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In completing this application, I understand that if it should be discovered that the information I am providing is inaccurate, misleading, or incomplete in any respect, I will be disqualified for employment or, if I have already been hired, my employment will be terminated immediately. I understand and agree that if I should become employed by Formal Fantasy, I will have the right to terminate my employment at any time for any reason. I further agree that Formal Fantasy shall have the same right to terminate my employment. My employment at-will status cannot be modified unless such modification is set forth in writing in a document signed by both me and the owner of Formal Fantasy. I have read and understand the foregoing. I am seeking employment with Formal Fantasy under the terms set forth herein. I certify and declare that all information I have provided is true and correct. I authorize an investigation of all statements contained in this application. I authorize the references listed on this application to give you any and all information concerning my previous employment and release all parties from all liability for any damage that may result from furnishing such to you.

Applicant's Signature _____ Date _____