

**Applicant Name:** \_\_\_\_\_**Social Security:** \_ \_ \_ - \_ \_ - \_ \_ \_

## Is This the right job for you?

Thank you for your interest in employment at Crystal Palace Skating Center- Boulder. We are always looking for qualified, responsible, mature and friendly people to join our team. We have listed a few of the things you would be expected to meet if you decide to continue with the application process.

**Honesty** This should go without saying in any job, but we list this first because it is our number one requirement in dealing with Guests, other crew members and the company. This is our #1 priority on reference checks. Honesty in our business means accurate cash handling, proper use of equipment and inventory controls. This also means that your friends and family do not receive food and free admission or skate rentals, just as you would not expect free gas from a friend that works at a gas station.

**Appearance** All crew members are required to wear the proper uniform at all times. This includes the uniform shirt which we provide, and the proper shoes, socks, and pants which you provide. (Black Pants, leather belt, white undershirt, crew length or longer socks, and plain tennis/leather shoes.)

**Female Employees:** No extreme hairstyles or colors (should be natural). One earring per ear, necklaces to be worn inside uniforms, only one ring per hand and no excessively long or colored nails. Make-up should be limited and in a natural style. Shoulder length or longer hair should be tied back while at work. No visible tattoos.

**Male Employees:** Should have hair no longer than collar length, no tails streaks or extreme colors (should be natural). No hair engraving will be tolerated. No earrings are to be worn. One ring per hand. No visible tattoos.

**Drugs, Alcohol and Tobacco** Every crew member has daily contact with Guests. We feel that the use of drugs or alcohol is not conducive to good employer/crew member or crew member/guest relations. For this reason, we have a random drug-testing program at our location. By signing this application you agree to participate in this program. For your safety and the safety of fellow crew members and your guests, we want to have a drug free work place and will do whatever we can do to achieve this goal. If you have specific questions about the drug policy, ask a Manager. Coming to work under the influence of drugs or alcohol, or the use of drugs or alcohol in any manner while on duty is strictly forbidden and will result in termination.

**Schedule** We expect you to work the days you are scheduled and to be on time! Tardiness and absenteeism will not be tolerated or acceptable. You should expect, due to the nature of our business, you will be required to work evenings, weekends and holiday periods.

**Summary** Every Crystal Palace crew member has daily contact with Guests. Good people skills and courtesy at all times are required. If you enjoy dealing with people, this may be the job for you. These guidelines are not complete and will be covered in detail if you continue in the application process. If you feel comfortable working under these guidelines, please continue with the employment application. If we can use your services, you will be contacted for an interview. Crystal Palace - Boulder is an Equal Opportunity Employer.

1. Type or print in black ink
2. Answer each question
3. Read Acknowledgment (Page 4) Sign & Date
4. Incomplete application may delay review process

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Signature of Agreement

Date

# General Information

**Please Print**

Name \_\_\_\_\_ Social Security # \_\_\_\_\_  
 Present Address \_\_\_\_\_  
 Permanent Address \_\_\_\_\_  
 Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
 Are you 18 years of age or older? \_\_\_\_\_ Yes \_\_\_\_\_ No (You must be 15 years or older) \_\_\_\_\_  
 Position applying for: \_\_\_\_\_ Do you have Reliable Transportation? \_\_\_\_\_ Yes \_\_\_\_\_ No  
 Do you have any friends or relatives in our employ? \_\_\_\_\_ Yes \_\_\_\_\_ No \*If yes, List: \_\_\_\_\_  
 If accepted for employment do you agree to work nights, holidays, Friday, Saturday and Sunday as Scheduled?  
 \_\_\_\_\_ Yes \_\_\_\_\_ No

Indicate days and hours you are available to work	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Date available to start working \_\_\_\_\_ How many Hours per week can you work? \_\_\_\_\_  
 Will you comply with all work-related policies and procedures including uniform, dress and grooming requirements as outlined in the application introduction and employee handbook? \_\_\_\_\_ Yes \_\_\_\_\_ No

## Education History

School Type	Name & Address	Major course, diploma or subject	Graduate	Degree Received
High School				
College				
Other Education or Trade School				
List academic honors, scholarships, fellowships attained				
List Languages you can speak, read or write fluently				

If hired, can you present evidence of your U.S. Citizenship or proof of your legal right to live and work in this Country? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you ever been convicted of a criminal offense (felony or serious misdemeanor)? Yes No  
 If yes, state nature of the crime(s), when and where convicted and disposition of the case(s)

Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense.

**Experience or Training****Please Print****Food & Beverage**

Cashier \_\_\_\_\_  
 Cook \_\_\_\_\_  
 Snack Bar \_\_\_\_\_  
 Server \_\_\_\_\_  
 Hostess \_\_\_\_\_  
 Busser \_\_\_\_\_  
 Other: \_\_\_\_\_  
 \_\_\_\_\_

**Skate Experience**

Know How 2 Sk8 \_\_\_\_\_ Repair Quads \_\_\_\_\_  
 Skate Equipment \_\_\_\_\_ Repair Inlines \_\_\_\_\_  
 Skate Backwards \_\_\_\_\_ Sk8 Knowledge \_\_\_\_\_  
 Floor Guard Rules \_\_\_\_\_  
 Other \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Tech/Trade/Craft**

Maintenance \_\_\_\_\_  
 Auto Shop \_\_\_\_\_  
 Electrical \_\_\_\_\_  
 Landscape \_\_\_\_\_  
 Other \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Employment History**

-Must complete this section of application. List most recent job first.

Company Name	Phone	Employment Dates
		From _____ To _____ Rate of pay start _____ End _____
		From _____ To _____ Rate of pay start _____ End _____
		From _____ To _____ Rate of pay start _____ End _____
		From _____ To _____ Rate of pay start _____ End _____

**Professional and Work References**

List two past supervisors and one person who is not related to you who have knowlegde of your qualifications for the position for which you are applying.

Name	Title	Address/Phone#

Please read carefully, sign and date

I authorize Crystal Palace - Boulder to confirm all the information contained in this application.

I grant Crystal Palace - Boudaier approval, after my termination of employment, to release information which it may deem appropriate regarding my employment with or termination from the organization to anyone who has a reasonable basis for making such inquiry. So long as the information disclosed is not known by the organization to be inaccurate, the organization shall not incur legal liability for any damages that may result from furnishing information related to this application to employer (or prospective employer) as well as from use or disclosure of such information by employer (or prospective employer) or any of its agents, employees or representatives.

I understand that my application for employment will be placed in an active status for a period of six (6) months during which time it will be reviewed as job openings occur in my area(s) of job interest. (I also understand that should I wish to continue being considered for job openings occur in my area(s) of job interest. (I also understand that should I wish to continue being considered for job openings beyond the (6) month period, I must re-apply by (A) submitting a new application for employment for by (B) submitting a letter request renewal of my application and including an update of my qualifications (recent work history, educational achievements, etc.).

I acknowledge that I have read all of the above statements and that I understand them.

Signature of Applicant

Date \_\_\_\_\_

Do not write below this line

1. Information

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Shift: Day Night Either

2. Qualifiers

Image	1	2	3	4	5
Comm. Skills	1	2	3	4	5
Energy Level	1	2	3	4	5
Confidence	1	2	3	4	5
Experience	1	2	3	4	5
Attitude	1	2	3	4	5
Comments	_____				

Overall Rating

1	2	3	4	5
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Interviewer: \_\_\_\_\_

Date: \_\_\_\_\_

Hire No Hire

Orientation Date: \_\_\_\_\_

Start Date: \_\_\_\_\_

Position: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_