

APPLICATION FOR EMPLOYMENT – Buyer / Assistant Buyer SEASONAL SPECIALTY STORES®

120 Route 101A, Amherst NH 03031 Phone 603-880-8471 Fax 603-595-8497

An equal opportunity employer

Name _____ Date _____

Street _____ Telephone _____

City _____ State _____ Zip _____

Are you responding to a help wanted advertisement? In Sign Newspaper: _____

Magazine: _____ Recommendation: _____

Website _____ Other: _____

What kind of work would you like? Part Time Full Time Position: _____

What special qualifications do you have? _____

Are you 18 years or older? Yes No Are you 16 years or older? Yes No Will you need to get a

work permit? Yes No Are you prevented from lawfully becoming employed in this country because of visa

or immigration status? Yes No Have you ever served in the military including National Guard or

Reserves? Yes No If so, what branch? _____ Rank _____ Discharge date _____

Have you ever been convicted of a felony Yes No Details _____

Are you prohibited from contact with minors? Yes No Details _____

School	#Years Attended	Name of School	City	Course	Did you Graduate?
High					
College					
Other					

Experience

Name & Address of Company	Date Started	Date Ended	List Your Duties	Starting Salary	Final Salary	Reason For Leaving

Additional information, work experience – Buyer

This questionnaire is being used for several management positions. Feel free to skip questions that do not seem to apply to your position, but try to answer as completely as possible.

1. Store work can include running a cash register, writing receipts, and running a charge card authorization machine. You need to be able to write clearly, spell well, and recognize obvious arithmetic mistakes. Can you do this? Yes No Why? _____

2. Learning our business is difficult. We have four completely separate industries, and some of them require extensive technical knowledge. We offer lots of training, via weekly meetings, one-on-one tutoring , and self-study video/workbook courses. We require staff people who are willing and able to learn continually. Can you do this? Yes No Why? _____

3. Our normal work hours are Mon-Fri 10-8, Sat 10-5, Sun 11-5; but we do stay open until 9 PM weekdays in May and June. What hours are you available:
 - a. Year round? _____
 - b. During the school year? _____
 - c. During summer school vacation? _____
 - d. Are there any special days or weeks that you need off? _____
 - e. When would school vacation begin? Not in school Vacation starts: _____
 - f. Would working evenings or weekends be a problem? Yes No Explain _____

4. Are you or a member of your immediate family already a customer of our store? Yes No
 If so, explain: _____

5. Do you have any experience in:
 - a. Swimming pool care Yes No Explain _____

 - b. Hot Tub sales Yes No Explain _____

 - c. Retail store operations Yes No Explain _____

 - d. Patio or other furniture sales Yes No Explain _____

 - e. Other big ticket sales (items over \$1000) Yes No Explain _____

f. Any direct and commissioned sales Yes No Explain _____

g. Interior or exterior design Yes No Explain _____

h. Merchandising department operations Yes No Explain _____

i. Computer entry of orders, tracking computerized inventories, etc. Yes No Explain _____

6. What retail software have you used? _____

7. What other business-related skills do you have? _____

8. Would you have any problem taking occasional business trips? Yes No Explain _____

9. Have you done display work? Yes No Explain _____

10. With which furniture manufacturers do you have experience? _____

11. What office skills and computer skills do you have? _____

12. What appeals to you the most about this position? _____

13. Would you be interested in working overtime if it becomes available? Yes No Explain _____

14. Is there anything that you would like to tell us that would make it easier to choose you as an employee or trainee? _____

