

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

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

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

Date You Can Start: \_\_\_\_\_

Current Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Desired Starting Pay: \_\_\_\_\_

Years: \_\_\_\_\_ Months: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_

SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Phone Number: \_\_\_\_\_

Right or Left handed? \_\_\_\_\_

Email Address: \_\_\_\_\_

Age: \_\_\_\_\_

All your information is CONFIDENTIAL and won't be shared with anyone including third parties

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\*Please fill out the entire application, don't leave any fields blank.

Applying for:

- Jeweler's Assistant
- Jeweler
- CAD/CAM Jewelry Specialist
- Customer Service Representative
- All of the Above

\*You'll be entering a 2 week training period if you don't have 6 years of experience in the position applied for. Terms and conditions are written out in our Training Agreement.

How did you hear about this job? \_\_\_\_\_

Why did you apply?

- Interested in learning jewelry making as a hobby
- Need a temporary job
- Full Time Employment
- Career Opportunity

Describe Yourself:

Personality:

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Skill set:

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Goals:

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Reliability(Commitment to Work Schedule):

- High
- Medium
- Low

Multitasking Ability:

- High
- Medium
- Low

Drawing Skill:

- High
- Medium
- Low

CAD Experience:

- High
- Medium
- Low

Level of Perfectionism:

- High
- Medium
- Low

Rotary Tool Experience:

- High
- Medium
- Low

Customer Service Experience:

- High

(Explain): \_\_\_\_\_

- Medium
- Low

Computer Skills:

- High

(Explain): \_\_\_\_\_

- Medium
- Low

Please check any software you have experience with:

- Photoshop (High / Medium / Low)
- CAD Software (Rhino / AutoCAD / Solidworks / Other)
- Google Drive / Google Sheets (High / Medium / Low)
- Social Media (Facebook / Instagram / Other)
- Ecommerce (Etsy / Ebay / Other)

Are You Currently Employed?

Yes

No

Availability:

- Monday
  - From \_\_\_\_:\_\_\_\_ To \_\_\_\_:\_\_\_\_
- Tuesday
  - From \_\_\_\_:\_\_\_\_ To \_\_\_\_:\_\_\_\_
- Wednesday
  - From \_\_\_\_:\_\_\_\_ To \_\_\_\_:\_\_\_\_
- Thursday
  - From \_\_\_\_:\_\_\_\_ To \_\_\_\_:\_\_\_\_
- Friday
  - From \_\_\_\_:\_\_\_\_ To \_\_\_\_:\_\_\_\_
- Saturday
  - From \_\_\_\_:\_\_\_\_ To \_\_\_\_:\_\_\_\_
  
- Full Time

Education: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Previous Place Of Work 1:**

Name Of Company: \_\_\_\_\_

Period  
From: \_\_\_\_\_ To: \_\_\_\_\_

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

Responsibilities: \_\_\_\_\_  
\_\_\_\_\_

Why Did You Leave This Place Of Work?  
\_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_

Person To Contact \_\_\_\_\_

Phone #: \_\_\_\_\_

May We Contact This Employer?    Yes    No

**Previous Place Of Work 2:**

Name Of Company: \_\_\_\_\_

Period  
From: \_\_\_\_\_ To: \_\_\_\_\_

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

Responsibilities: \_\_\_\_\_  
\_\_\_\_\_

Why Did You Leave This Place Of Work?  
\_\_\_\_\_  
\_\_\_\_\_

Address: \_\_\_\_\_

Person To Contact: \_\_\_\_\_

Phone #: \_\_\_\_\_

May We Contact This Employer?    Yes    No

By Signing Here I Certify That The Above Is True, And Consent To A Background Check And Drug Test Conducted On Premises:

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