

<p>Please return completed application to: Love Enterprises, Inc. 1155 Garnet Ave San Diego, CA 92109 Toll Free (877) DRLOVES</p>	<p>H.R. Use only Date Received _____</p>
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NOTE: PLEASE ASK IF YOU NEED ASSISTANCE COMPLETING THIS APPLICATION

INFORMATION			
LAST NAME:	FIRST NAME:	MIDDLE INT:	
PRESENT ADDRESS:	CITY:	STATE	ZIP:
HOME OR MESSAGE PHONE:	WORK:	E-MAIL:	
WAGE/SALARY DESIRED?			
POSITION APPLIED FOR?		DATE AVAILABLE FOR WORK?	
AVAILABLE: Days <input type="checkbox"/> Evenings <input type="checkbox"/> Nights <input type="checkbox"/>	APPLYING FOR: Full time <input type="checkbox"/> Part time <input type="checkbox"/> Temporary <input type="checkbox"/>		
Will visa or immigration status prevent lawful employment? Yes <input type="checkbox"/> No <input type="checkbox"/> (Proof of right to work in the U.S. will be required if hired.)			
Are you 18 years or older? Yes <input type="checkbox"/> No <input type="checkbox"/> (If no, employment is subject to minimum legal age requirements.)			
Have you been convicted of a felony or released from prison within the past 10 years for an offense that may reasonably relate to the job duties of the position for which you are applying? (A conviction may not necessarily disqualify you from employment.) Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please indicate the date and nature of the offense:			
Do you have a Non-Compete, Non-Disclosure, or other agreement that might restrict your employment with us? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Have you ever previously applied to or been employed by this company? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when?			
How did you learn about this position opening?			
Were you known by any other name at any job or school listed on this application? What name(s)?			
At which school(s)/employer(s) were you known by this other name?			
Are you able to perform the essential functions of the position for which you are applying, either with or without reasonable accommodations? <input type="checkbox"/> Yes <input type="checkbox"/> No			

EDUCATION				
	Name and Location of School	Years Completed	Did you graduate?	Degrees Received
High School				
College				
Trade				
Business, or				
Graduate school				

SKILLS
<input type="checkbox"/> Typing ___ wpm <input type="checkbox"/> Ten-key <input type="checkbox"/> Bookkeeping <input type="checkbox"/> Receptionist #incoming lines _____ <input type="checkbox"/> Other _____
<input type="checkbox"/> Supervision (yrs of experience) _____ Proficient at : <input type="checkbox"/> Excel <input type="checkbox"/> Word <input type="checkbox"/> Access <input type="checkbox"/> PowerPoint <input type="checkbox"/> Outlook
<input type="checkbox"/> Other computer skills/experience _____
Indicate other skills related to the position you are seeking: _____ _____ _____

EMPLOYMENT RECORD (INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED)

Please list your employment history below beginning with the most recent employer, include U.S. military service.

If currently employed, may we contact your employer? Yes No

Employer _____ Type of business _____ Telephone () _____
City _____ State _____ Fax: () _____
Job Title _____ Supervisor _____ Telephone () _____
Dates Employed: From _____ To _____ Reason for leaving _____ Wage/Salary _____
Duties _____

Employer _____ Type of business _____ Telephone () _____
City _____ State _____ Fax: () _____
Job Title _____ Supervisor _____ Telephone () _____
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Employer _____ Type of business _____ Telephone () _____
City _____ State _____ Fax: () _____
Job Title _____ Supervisor _____ Telephone () _____
Dates Employed: From _____ To _____ Reason for leaving _____ Wage/Salary _____
Duties _____

I certify that the information given by me is true and complete to the best of my knowledge. I understand that if I am employed, the discovery that I gave false information during the application process may result in immediate dismissal.

I authorize Love Enterprises Inc. to investigate all statements contained in this application and to request information about me from previous employers, educational institutions, and references. I expressly authorize my previous employers to provide information and opinions concerning my work and work habits. Further, I release all parties (including Love Enterprises Inc.) and persons connected with any requests for information from all claims, liabilities, and damages for whatever reason, arising out of furnishing any information. If employed, I release Love Enterprises Inc. from any liability for future references it may provide regarding my work history with Love Enterprises Inc.

Due to the large number of applications that Love Enterprises receives, I understand Love Enterprises cannot guarantee that my application will be considered for any or all open positions they or the company may have or that my application will be considered for any specific time.

In the event of employment, I understand that I am required to abide by all current and subsequently issued rules and regulations of the company and that my employment and compensation may be terminated, at any time, with or without notice, by either party.

Signature of Applicant

Date

Questions must be answered in your own handwriting. Complete all questions.

Describe the duties and responsibilities of your most recent job: _____

Describe a recent experience in which you did a good job: _____

How do you know you have done a good job? _____

What do you want in a job? _____

What do you like about working? _____

What is important to you about working? _____

How do you handle conflict? Describe a recent experience that was negative. How do you deal with that situation? What did you do that felt comfortable? What would you do differently? _____

Describe a project in which you were involved that required a team effort. _____

Have you ever been involved in a task/project that required you to work alone? If so, describe your responsibilities and accomplishments. _____

What do you know about this company and/or the position you are applying for? _____

Describe the management style you like best. Describe the management style you are least comfortable with. _____

