

**CDepot**  
9039 Baltimore Avenue  
College Park, MD 20740-1311

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

**Application for Employment**

\*CDepot is an equal-opportunity employer\*

Name: \_\_\_\_\_ SS#: \_\_\_\_\_

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

Permanent Address (if different): \_\_\_\_\_

Phone Number (Home): \_\_\_\_\_ (Cell): \_\_\_\_\_

Email Address (PRINT CLEARLY if any): \_\_\_\_\_

Where do you plan to live during the summer? \_\_\_\_\_

Are you over the age of 18? \_\_\_\_\_ (yes) \_\_\_\_\_ (no)

If under 18, can you submit a work permit? \_\_\_\_\_ (yes) \_\_\_\_\_ (no)

Do you have reliable transportation to and from work? \_\_\_\_\_ (yes) \_\_\_\_\_ (no)

Are you a citizen of the U.S. or an alien who is authorized to work in the U.S.?  
\_\_\_\_\_ (yes) \_\_\_\_\_ (no)

Have you ever been convicted of a felony? \_\_\_\_\_ (yes) \_\_\_\_\_ (no)

If yes, please explain \_\_\_\_\_

*(a felony conviction does not necessarily disqualify employment)*

For which position are you applying? \_\_\_\_\_ Salary desired: \_\_\_\_\_

Have you ever applied here before? \_\_\_\_\_ (yes) \_\_\_\_\_ (no) If so, when? \_\_\_\_\_

Type of employment desired (check one): \_\_\_\_\_ full time \_\_\_\_\_ part time \_\_\_\_\_ seasonal

If seasonal, which season \_\_\_\_\_

Date you can start: \_\_\_\_\_ How many hours can you work per week? \_\_\_\_\_

If currently enrolled in school, how many credits are you taking? \_\_\_\_\_

Number of credits you plan to take next semester (list semester): \_\_\_\_\_

What extra-curricular activities/hobbies do you participate in? \_\_\_\_\_

Please indicate the days/hours you are available to work (if you can work any hours, put open ~ close)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
A.M.							
P.M.							

*\*CDepot is open for business on most major holidays. Employees are expected to work on those dates.\**

Explain any weekly schedule conflicts here: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## *Employment History*

Have you ever been involuntarily terminated by an employer? \_\_\_\_\_ (yes) \_\_\_\_\_ (no)

If yes, please explain: \_\_\_\_\_

Are you presently employed? \_\_\_\_\_ (yes) \_\_\_\_\_ (no)

If yes, may we contact your present employer? \_\_\_\_\_ (yes) \_\_\_\_\_ (no)

### **Present or last employer**

Company \_\_\_\_\_ Last supervisor \_\_\_\_\_

Address \_\_\_\_\_

Telephone number \_\_\_\_\_ Dates employed \_\_\_\_\_ to \_\_\_\_\_

Last position held \_\_\_\_\_ Last salary \_\_\_\_\_

General duties \_\_\_\_\_

Reason for leaving \_\_\_\_\_

### **Employer**

Company \_\_\_\_\_ Last supervisor \_\_\_\_\_

Address \_\_\_\_\_

Telephone number \_\_\_\_\_ Dates employed \_\_\_\_\_ to \_\_\_\_\_

Last position held \_\_\_\_\_ Last salary \_\_\_\_\_

General duties \_\_\_\_\_

Reason for leaving \_\_\_\_\_

### **Employer**

Company \_\_\_\_\_ Last supervisor \_\_\_\_\_

Address \_\_\_\_\_

Telephone number \_\_\_\_\_ Dates employed \_\_\_\_\_ to \_\_\_\_\_

Last position held \_\_\_\_\_ Last salary \_\_\_\_\_

General duties \_\_\_\_\_

Reason for leaving \_\_\_\_\_

### **Periods of unemployment during the last 3 years**

from \_\_\_\_\_ to \_\_\_\_\_ Reason: \_\_\_\_\_

from \_\_\_\_\_ to \_\_\_\_\_ Reason: \_\_\_\_\_

from \_\_\_\_\_ to \_\_\_\_\_ Reason: \_\_\_\_\_

from \_\_\_\_\_ to \_\_\_\_\_ Reason: \_\_\_\_\_

**Education**

Name and city of school: \_\_\_\_\_  
High School \_\_\_\_\_  
College/Vocational \_\_\_\_\_  
Special training or skills (computers, office equipment, etc.) \_\_\_\_\_

Years \_\_\_\_\_  
Graduated (y/n)? \_\_\_\_\_

Subjects studied: \_\_\_\_\_

If in school, what semester do you plan to graduate? \_\_\_\_\_

**Personal/Professional References**

Name	Phone #	Association to Reference
1) _____	_____	_____
2) _____	_____	_____

List the last 5 CD's you have purchased:

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_

With which genre of music are you most familiar? \_\_\_\_\_

What radio stations do you listen to? \_\_\_\_\_

Why do you want to work at CDepot? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What characteristics do you possess that will benefit this work environment? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What personal characteristics do you find you still need to work on? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What are you looking for in us? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand that this application is not intended to in any way constitute an expressed or implied contract of employment. I further understand that, unless otherwise stated in a written agreement, my employment may be terminated with or without cause.

I hereby certify that all the information I have supplied in this application is correct and complete. I give CDepot permission to contact any or all of my previous employers or references for full information. Furthermore, I release from all liability and responsibility all persons and entities requesting or supplying information about my employment experience listed on this application, including my present employers. I understand that any falsification of information will constitute grounds for immediate termination of employment.

Date \_\_\_\_\_ Signature of applicant \_\_\_\_\_