



## APPLICATION FOR EMPLOYMENT

House of Rubens, LLC | DBA | The Cedar Chest Consignments

907 Boston Post Rd. Unit 5 (RT 1) Old Saybrook, CT 06475

Web: [www.thecedarchestconsignments.com](http://www.thecedarchestconsignments.com)

Email: [cedarchestiii@gmail.com](mailto:cedarchestiii@gmail.com)

Phone: 860-661-5967

We at The Cedar Chest are committed to a policy of equal treatment and opportunity in every aspect of our employment relations without regard to race, color, religion, sex, national origin, age, marital status or physical handicap. This includes, but is not limited to, recruiting, hiring selection for training, transfers, promotion, compensation, and any company sponsored social and recreational programs.

### PLEASE PRINT

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

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

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

(Street, City, State, Zip)

Social Security # \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_

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

D.O.B: \_\_\_\_/\_\_\_\_/\_\_\_\_

Referred by Advertisement Agency | Person | Other \_\_\_\_\_

Are you legally eligible for employment in the U.S.A.? (Yes) (No)

State age if under 18 or over 70 \_\_\_\_\_

Position applying for \_\_\_\_\_

Salary expected \_\_\_\_\_

Are you available to work (Full-time) (Part-Time)

Specify schedule limitations \_\_\_\_\_

Date available for work \_\_\_\_\_

List friends or relatives in our employ \_\_\_\_\_

Were you previously employed by us? (Yes) (No) If yes, when

\_\_\_\_\_

Other name(s) used while attending schools or places of employment indicated on this form

\_\_\_\_\_

Do you have any physical condition which would prohibit you from performing the required duties of the position for which you are applying?

(Yes) (No) If Yes, please explain

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Have you ever been convicted of a felony? (Yes) (No) If yes, please explain: (Note - A conviction alone will not automatically bar you from employment.)

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Military Service? (Yes) (No) Branch of service and rank \_\_\_\_\_

Dates of Service \_\_\_\_\_

Special Training \_\_\_\_\_

### EDUCATION

High School Name and Location, Dates Attended, Degree earned

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College Name and Location, Dates Attended, Degree earned

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Vocational Name and Location, Dates Attended, Degree earned

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Additional comments regarding education

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### SKILLS

What languages do you: Speak fluently \_\_\_\_\_ / Write fluently

\_\_\_\_\_ / Read fluently \_\_\_\_\_

Cash Register \_\_\_\_\_ 10-Key \_\_\_\_\_

Other Skills \_\_\_\_\_

## EMPLOYMENT HISTORY

(List present or most recent employer first)

1. Name of Company \_\_\_\_\_  
Address \_\_\_\_\_  
Supervisor \_\_\_\_\_ Salary \_\_\_\_\_  
Phone \_\_\_\_\_ Job Title \_\_\_\_\_  
Date Started \_\_\_\_\_ Date Left \_\_\_\_\_  
Job Description \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_  
\_\_\_\_\_

2. Name of Company \_\_\_\_\_  
Address \_\_\_\_\_  
Supervisor \_\_\_\_\_ Salary \_\_\_\_\_  
Phone \_\_\_\_\_ Job Title \_\_\_\_\_  
Date Started \_\_\_\_\_ Date Left \_\_\_\_\_  
Job Description \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_  
\_\_\_\_\_

3. Name of Company \_\_\_\_\_  
Address \_\_\_\_\_  
Supervisor \_\_\_\_\_ Salary \_\_\_\_\_  
Phone \_\_\_\_\_ Job Title \_\_\_\_\_  
Date Started \_\_\_\_\_ Date Left \_\_\_\_\_  
Job Description \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_  
\_\_\_\_\_

AUTHORIZATION FOR BACKGROUND CHECK: I authorize The Cedar Chest to verify employment, except as noted below, as well as conduct criminal and vehicular record check. Indicate those you do not wish contacted:

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

Signed: \_\_\_\_\_

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

### REFERENCES

1) Name \_\_\_\_\_

Occupation \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

2) Name \_\_\_\_\_

Occupation \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

3) Name \_\_\_\_\_

Occupation \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Please use the space provided below to summarize any additional information necessary to fully describe your qualifications.

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### PLEASE READ

All information written on this application is complete and accurate to the best of my knowledge. I understand that any misrepresentation of facts in this application disqualifies me from further consideration - or if employed - is grounds for dismissal. I understand that any employment offer is contingent upon satisfactory references and I authorize The Cedar Chest to investigate past employment and education history, as well as references given on application.

I understand that if employed such employment may be terminated for just cause, or no cause, by The Cedar Chest or myself at any time. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice, at any time by the company. I understand that no company representative, other than its Owner, and then only when in writing and signed by the Owner, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing.

I fully understand and agree to all statements above.

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

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

**OFFICE USE ONLY**

Interviewed by \_\_\_\_\_

Date \_\_\_\_\_

Comments:

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

Referral Source \_\_\_\_\_

Hired \_\_\_\_\_ Not Hired \_\_\_\_\_

Starting Date \_\_\_\_\_

Position \_\_\_\_\_

Salary \_\_\_\_\_

Location \_\_\_\_\_

Mail to:

The Cedar Chest Consignments

907 Boston Post rd, Unit 5

Old Saybrook CT 06475

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