



SALON WEST

DOCUSIGN-READY / FILLABLE APPLICATION

Front Desk / Salon Assistant

PERSONAL INFORMATION

Full Name

Preferred Name

Phone

Email

Address

City / State / ZIP

Are you at least 18 years old?

Yes

No

POSITION & AVAILABILITY

Position applying for:

Front Desk

Salon Assistant

Both

Date available to start

Employment desired:

Full-Time

Part-Time

Either

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Available Saturdays?

Yes

No

Days/times you absolutely cannot work

Reliable transportation?

Yes

No



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EDUCATION & EMPLOYMENT

High School

College / Trade / Cosmetology School

Most Recent Employer

Position

Dates Employed

Supervisor

Reason for Leaving

Previous Employer

Previous Position

Previous Dates Employed

Previous Reason for Leaving

GETTING TO KNOW YOU

Why do you want to work at Salon West?

What does great customer service mean to you?

Three words that best describe you

Difficult customer/stressful situation - how did you handle it?

If tasks are finished and the salon is busy, what would you do next?



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ROLE FIT & CAREER INTEREST

Thoughts on phones, scheduling, payments, cleaning, laundry, assisting, and helping where needed

How would a previous employer describe your attendance and punctuality?

Cosmetology / career goals

Where do you see yourself professionally in 2-3 years?

Something you're really good at

Something you're working to improve professionally

What makes work FUN for you?

EXPERIENCE

Scheduling	Phones	POS / Cash	Customer Service
Retail Sales	Social Media	Computers / iPads	Salon Software
Inventory	Phorest		



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REFERENCES

Reference #1 Name

Reference #1 Relationship

Reference #1 Phone

Reference #2 Name

Reference #2 Relationship

Reference #2 Phone

APPLICANT ACKNOWLEDGMENT

I certify that the information provided on this application is true and complete to the best of my knowledge. I understand that false or misleading information may disqualify me from employment or result in termination if hired. I understand that completing this application does not guarantee employment.

Applicant Signature

Date

For DocuSign, you can replace these last two fields with DocuSign's Signature and Date Signed fields.