

**Cortez Quilt Company**  
**APPLICATION FOR EMPLOYMENT**  
**We are an equal opportunity employer**

Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Address: (no PO box): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

Date you are available to begin work: \_\_\_\_\_

List any days/hours that you are NOT available to work: \_\_\_\_\_

Are you at least 18 years old?    Yes    No

Are you legally eligible to work in the U.S.?    Yes    No

Do you have a driver's license and transportation to work?    Yes    No

Have you ever been convicted of a crime?    Yes    No    If yes, please explain:

**Rate your skill level for the following (circle one):**

Using a sewing machine                      No experience                      Somewhat skilled                      Highly skilled

Piecing and quilting                              No experience                              Somewhat skilled                              Highly skilled

Working in retail                                      No experience                                      Somewhat skilled                                      Highly skilled

**Employment History: Please provide details starting with your most current job.  
We will check references.**

Employer: \_\_\_\_\_ City/State: \_\_\_\_\_

Owner/supervisor's name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Dates of employment: \_\_\_\_\_

Starting wage: \_\_\_\_\_ Ending wage: \_\_\_\_\_

Reason for leaving (be specific): \_\_\_\_\_

Employer: \_\_\_\_\_ City/State: \_\_\_\_\_

Owner/supervisor's name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Dates of employment: \_\_\_\_\_

Starting wage: \_\_\_\_\_ Ending wage: \_\_\_\_\_

Reason for leaving (be specific): \_\_\_\_\_

Employer: \_\_\_\_\_ City/State: \_\_\_\_\_

Owner/supervisor's name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Dates of employment: \_\_\_\_\_

Starting wage: \_\_\_\_\_ Ending wage: \_\_\_\_\_

Reason for leaving (be specific): \_\_\_\_\_

Employer: \_\_\_\_\_ City/State: \_\_\_\_\_

Owner/supervisor's name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Dates of employment: \_\_\_\_\_

Starting wage: \_\_\_\_\_ Ending wage: \_\_\_\_\_

Reason for leaving (be specific): \_\_\_\_\_

**Please list two references who are not current/former employers or relatives. We will check references.**

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

City/State: \_\_\_\_\_

Phone number: \_\_\_\_\_

In what capacity does this person know you? \_\_\_\_\_

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

City/State: \_\_\_\_\_

Phone number: \_\_\_\_\_

In what capacity does this person know you? \_\_\_\_\_

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

**Comments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**By signing this application for employment you are confirming that everything on the form is true and accurate.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date