



# EMPLOYMENT APPLICATION

**TO THE APPLICANT:** Kohl's Department Stores gives all applicants for employment equal consideration regardless of race, religion, color, sex, national origin, age, marital status, creed, physical or mental disability, sexual orientation, or ancestry. The decision to hire an applicant is based solely on individual qualifications that meet the job requirements. You must be at least 18 years old and must be able to show proof within the first three days of employment, if hired, that you are legal to work in the United States.

DATE \_\_\_\_\_

NAME \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_  
 Last First Middle

ADDRESS \_\_\_\_\_ PHONE # \_\_\_\_\_  
 Street City State Zip

PLEASE LIST ALTERNATE NUMBER WHERE YOU CAN BE REACHED \_\_\_\_\_

PLEASE CHECK POSITION(S) OF INTEREST: Merchandise Processor \_\_\_\_\_ Material Handler \_\_\_\_\_ Housekeeper \_\_\_\_\_  
 Maintenance Mechanic \_\_\_\_\_ Clerical \_\_\_\_\_ Dispatch \_\_\_\_\_ Yard Jockey \_\_\_\_\_ Other \_\_\_\_\_

### HOURS AVAILABLE TO WORK

	SUN	MON	TUE	WED	THU	FRI	SAT
FROM (start time)							
TO (end time)							

### Check all that apply:

\_\_\_ Full-time Flex \_\_\_ Part-time \_\_\_ Seasonal  
 \_\_\_ 1<sup>st</sup> shift \_\_\_ 2<sup>nd</sup> shift \_\_\_ 3<sup>rd</sup> shift

Have you ever worked for Kohl's? \_\_\_\_\_ If yes, when \_\_\_\_\_

Have you ever been convicted of, found guilty of, pled guilty to, or admitted guilt of a crime? Yes  No  If yes, describe in full \_\_\_\_\_

- Answer No for annulled, expunged or sealed records, and any youth offender and minor traffic offenses.
- In California only, DO NOT answer YES if your conviction (felony or misdemeanor) involved marijuana and is more than 2 years old. DO NOT answer YES or provide any information regarding referral to and/or participation in any pre-trial or post-trial diversion program.
- DO NOT disclose convictions, which occurred more than 7 years ago (5 years ago in Massachusetts)
- The existence of a criminal record will not automatically disqualify you for the job for which you have applied, but will be considered as part of an overall evaluation of your qualifications.

Are you 18 years of age or older? \_\_\_\_\_ If no, state your age \_\_\_\_\_

We conduct pre-employment drug screening. Are you willing to submit to a drug test? \_\_\_\_\_

### EDUCATIONAL BACKGROUND

#### School Name and Location

#### Major

#### List Diploma or Degree

Grade School (last attended) \_\_\_\_\_

High School (last attended) \_\_\_\_\_

College or Technical (last attended) \_\_\_\_\_

Graduate School \_\_\_\_\_

### EMPLOYMENT HISTORY – Begin with your most recent employer. Attach additional sheets if needed. Explain any breaks in service or extended periods of unemployment.

Company Name & Address	From Mo./Yr.	To Mo./Yr.	Position Title Supervisor's Name	Starting Salary	Ending Salary	Reason for Leaving
	/	/				
	/	/				
	/	/				
	/	/				

Please explain all periods of unemployment:

From \_\_\_\_\_ To \_\_\_\_\_ Reason \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Reason \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Reason \_\_\_\_\_

**EMPLOYEES AGREEMENT:** I am aware that a consumer report and/or an investigative consumer report may be requested in connection with my application for employment. If such a report is requested, and in response to a written request from me, you will inform me of the name and address of the consumer reporting agency which furnished the report. This document is the property of KOHL'S and is not to be copied or removed from KOHL'S premises. KOHL'S will seek legal recourse against anyone attempting to obtain or utilize this confidential proprietary information. I certify that the information I have provided is true and that I have not knowingly withheld any fact that would affect my application. Any misrepresentation, falsification or willful omission in any detail shall be sufficient reason for refusal of employment or dismissal after employment regardless of time. If employed by Kohl's, I agree to conform to the rules of Kohl's and I agree and understand that my employment can be terminated, with or without cause, and with or without notice at any time at the option of either Kohl's or myself. I understand that no executive other than the Senior Vice-President of Human Resources has any authority to enter into any employment agreement for any specified period of time.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

How did you hear about Kohl's? \_\_\_ Newspaper Ad \_\_\_ Poster/Brochure \_\_\_ Employment Office \_\_\_ Relative or friend (please name) \_\_\_ Other