



Job Application Form

Current Position Open: Customer Sales Representative
Position Status: Part-time Variable Hours.
Store Hours of Operation: Monday - Saturday 10-9 and Sunday 12-5. Some holidays may be required.
Applications Close: Tuesday, 27 September
Instructions: Print clearly in black or blue ink. Answer all questions. Sign and date the form. Attach resume if desired. Scan and email to: info@bottlesandcorks.biz or deliver to 130 W Market Street, Corning NY 14830

Position Qualifications:

- ✓ Proficient knowledge of wines and spirits to assist customers for recommendations, food pairings, and general wine selection.
- ✓ Previous retail experience to provide excellent customer service in a friendly sales oriented environment.

Additional Position Requirements:

- ✓ Availability to work weeknights and weekends a must, occasional Sundays required.
- ✓ Ability to lift up to 50 pounds
- ✓ Flexible to provide occasional coverage on short notice.

PERSONAL INFORMATION:

Full Name _____

Phone Number: _____ Are you at least 21 years of age: Y / N

Street Address _____

City, State, Zip Code _____

POSITION/AVAILABILITY: (See above for requirements for this position)

Please indicate hours you are able to work in the following sections

	MORNING	AFTERNOON	EVENING
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

When are you available to start work? _____

EDUCATION:

Name and Address of School - Degree/Diploma - Graduation Date

Skills and Qualifications: Licenses, Skills, Training, Awards

EMPLOYMENT HISTORY:

1. Present Or Last Position Title: _____

Employer: _____

Supervisor: _____

Supervisor Phone: _____ Email: _____

Position Title: _____

From: _____ To: _____ Salary: _____

Responsibilities: _____

Reason for Leaving: _____

2. Previous Position Title: _____

Employer: _____

Supervisor: _____

Supervisor Phone: _____ Email: _____

From: _____ To: _____ Salary: _____

Responsibilities: _____

Reason for Leaving: _____

3. Previous Position Title: _____

Employer: _____

Supervisor: _____

Supervisor Phone: _____ Email: _____

From: _____ To: _____ Salary: _____

Responsibilities: _____

Reason for Leaving: _____

May We Contact Your Present Employer?

Yes _____ No _____

References:

Name, Position Title and Company (or relationship), Contact Phone

Name, Position Title and Company (or relationship), Contact Phone

Name, Position Title and Company (or relationship), Contact Phone

I certify that information contained in this application is true and complete.

Signed/Dated: _____