charlotte russe

GENERAL INFORMATION

Please print in ink and provide all required information. **An Equal Opportunity Employer**

Location / Store #	Today's Date	Position Desired	Date Available for Work
I am interested in: ☐ Full time – 32-40 hrs ☐ Part time – 0-31 hrs ☐ Seasonal/Temporary	Last 4 Digits of SSN	Are you at least 18 years of age? ☐Yes ☐ No If you are not at least 18 years of age can you produce proof of your age and ability to work? ☐Yes ☐No	
Name (Last, First, Middle)		Please indicate the hours you are available to work, during both day and evening. (e.g., 9:30 am — 5:30 pm, 5 —10 pm)	
Street Address			
City, State, Zip Code		(It is your responsibility to notify your supervisor should your availability change)	
Telephone (preferred)	Telephone (alternate)	Have you applied to or worked for Charlotte Russe before? ☐ Yes ☐ No If you have worked for our company before, please state where, when, final position and reason for leaving.	
Email Address			
Employment Location Desired		Do you have any relatives now employed by our company? ☐ Yes ☐ No If yes, indentify name(s), position and location.	
Salary Desired			

Sun	Mon	Tue	Wed	Thu	Fri	Sat

WORK INFORMATION

List ALL previous work experience beginning with your current/most recent position. Do not leave any gaps in your employment history. If you need additional space, please attach additional pages/resume.
May we contact your present employer? ☐Yes ☐ No

Employer		Starting Position	Starting Salary
Address (Street, City, State, Zip Code)		Last Position	Final Salary
Supervisor's Name / Title		Dates of Employment Start (Month/ Year): End (Month/ Year):	
Telephone	Reason For Leaving	Duties	

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Address (Street, City, State, Zip Code)		Last Position	Final Salary
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Telephone	Reason For Leaving	Duties	

Charlotte Russe participates in e-Verify. For more information go to http://charlotte-russe.hodesiq.com/job_start.asp

Please complete the reverse side of this application.

EDUCATION & ACHIEVEMENTS

School	Name & Address of School	Course of Study	Last Year Completed	Diploma/Degree
			1 2 3 4	
			1 2 3 4	
			1 2 3 4	

PROFESSIONAL REFERENCES

Reference		Street Address	City	State	Zip
Phone	Email	Job Title	How acquainted and for how long?		
Reference		Street Address	City	State	Zip
Phone	Email	Job Title	How acquainted and for how long?		

ADDITIONAL EMPLOYMENT INQUIRIES

Have you ever been dismissed or forced to resign from any employment? ☐Yes ☐ No

Please be advised that a consumer report or an investigative report may be obtained from a consumer reporting agency for the purpose of evaluating you for employment, promotion, reassignment, or retention as an employee. This report may contain information bearing your character, general reputation, personal characteristics, or mode of living from public record sources or through personal interviews with your neighbors, friends or associates. Prior to procuring such a report an authorization will be requested requiring your signature.

PERMISSION TO WORK

Are you legally authorized to work in the United States? ☐Yes ☐ No

Are you able to perform the essential functions of the job, with or without accomodation, for which you are applying? ☐Yes ☐No

If no, describe the functions of the job that cannot be performed. (We comply with the ADA and State law and consider reasonable accomodation measures that may be necessary to enable eligible applicants to perform essential functions. Hires may be subject to passing a medical examination and/or skill agility tests.)

APPLICANT STATEMENT

If I become employed, I agree to abide by the rules and regulations of Charlotte Russe Holding Inc. I understand my employment is at-will. This means I do not have a contract of emplyment for a particular duration or that it limits the grounds for my termination in any way. I am free to resign at any time. Similarly Charlotte Russe Holding Inc. is free to terminate my employement at any time for any reason. I understand that while personnel policies, programs, and procedures may exist and be changed from time to time, my at-will status could be changed only if I were to enter into any express written contract with Charlotte Russe Holding Inc. explicitly promising me job security containing the words “This is an express contract of employment” and signed by an officer of Charlotte Russe Holding Inc.

All the information I have supplied in this application is a true and complete statement of the facts and if employed, any false statement or omission could result in immediate dismissal. I understand that Charlotte Russe Holding Inc. may share the informtation in this application with other Charlotte Russe employees for employement and administrative purposes and hereby consent to such a transfer. I further authorize Charlotte Russe Holding Inc. to contact my references, as well as current and previous employers to obtain information on my work history and qualification for employment.

Signature: **Date:**

This application will only be considered for 3 months. If you have not been hired within 3 months of filling out this application and you wish to still be considered for employment you must fill out another application.