



**Arlington** • 4501 N. Fairfax Drive, Arlington, VA 22203, (703) 243-2332  
**Ashburn** • 20630 Ashburn Rd. #137, Ashburn, VA 20147, (703) 729-0133  
**Burke** • 5715 Burke Centre Pkwy., Burke, VA 22015, (703) 978-0500  
**Cleveland Park** • 3513 Connecticut Ave., NW, DC 20008, (202) 244-3544  
**Fairfax** • 11895 Grand Commons Ave., Fairfax, VA, (703) 988-9700  
**Leesburg** • 1601 Village Market Blvd. SE, Unit 120, Leesburg, VA 20176, (571) 918-0302  
**Reston** • 11911 Democracy Dr., Reston, VA 20190, (703) 689-0999  
**Rockville** • 115 S. Gibbs St., Rockville, MD 20852, (301) 251-1290  
**Tysons Corner** • 7516 Leesburg Pike, Falls Church, VA 22043, (703) 790-3338

## Application for Employment

### Applicant Information

Date \_\_\_\_\_

Name \_\_\_\_\_  
   First  Last  Middle Initial

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

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

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

For which position are you applying?

- Salesperson — Part Time   
  Salesperson — Full Time   
  Assistant Manager   
  Manager  
 Other (specify) \_\_\_\_\_

### Availability

Monday \_\_\_\_\_

Tuesday \_\_\_\_\_

Wednesday \_\_\_\_\_

Thursday \_\_\_\_\_

Friday \_\_\_\_\_

Saturday \_\_\_\_\_

Sunday \_\_\_\_\_

Are you available to work weekends?  Yes  No If you are unable to work weekend days, please explain why:

\_\_\_\_\_  
 \_\_\_\_\_

### Education

Did you Graduate?

High School \_\_\_\_\_  Yes  No

College \_\_\_\_\_  Yes  No Major \_\_\_\_\_

Other \_\_\_\_\_  Yes  No Major \_\_\_\_\_

### Employment

Please list your previous 3 employers

Employer	Phone	Date of Employment	Reason for leaving
Employer _____			
Employer _____			
Employer _____			

