



Seams Like Home

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Thank you for your interest in employment at Seams Like Home Quilt Shoppe. Before you go through the application and interview process, we would like to present a few things for you to think about. At Seams Like Home, we are committed to Customer Care and fully realize that we exist only because of the continuing support of our customers. One of the ways we continue to support this commitment is through our hiring process. We look for people who can share our enthusiasm and be a part of a team that is always working towards the same goal.

Please read through the following traits that we look for in every applicant we interview:

- energetic, openly friendly, sharing and flexible
- customer service driven
- continuing interest in, and enjoyment of learning
- good computer skills
- ability to work well with others and work as part of a team
- strong work ethic
- eager to give that extra effort and take responsibility
- honest, ethical, self-motivated, conscientious
- general sewing and quilting experience or willingness to learn
- a “get the job done” attitude

Our sales team is required to work occasional early mornings/evenings and regular weekends. There are special events that occur throughout the year that need extra staffing and everyone is expected to do their part.

If you are applying for a technical position, sewing and quilting experience is not a requirement. Mechanical aptitude is necessary. Previous experience working with small appliances or sewing machines would be a plus. This position also works some special events.

If, after reading all of the above you are still interested in a position at Seams Like Home and think that you would fit in well with our organization, then please fill out the application completely and mail it to us at the address shown above or personally deliver it to the store. We will call you to set up an interview appointment.



Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Wage: \$ _____ **Per hour**

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for SLH? YES NO If yes, when? _____

Do you have any relatives or friends who work for SLH? YES NO If yes, who? _____

Do you have any relatives or friends who work for SLH? YES NO If yes, who? _____

Can you travel if the job requires it? YES NO

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Skill / Knowledge / Aptitude

The following questions are to gauge your level of skills and knowledge related to job function. If you don't have these skill, but do have a willingness to learn, please apply. We enjoy sharing our knowledge with each other and building skills.

Computer Skills:

Typing	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, words per minute?		
Data Entry	YES <input type="checkbox"/>	NO <input type="checkbox"/>			
Word Processing	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Excel Spreadsheets	YES <input type="checkbox"/>	NO <input type="checkbox"/>
PC Computer	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Mac Computer	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Other software skills? _____

Mechanical Aptitude:

Do you enjoy taking things apart to see how they work? YES NO

If yes, explain: _____

Teaching Skills:

Do you enjoy and are you comfortable teaching and sharing knowledge in large groups? YES NO

If yes, explain: _____

Skills Inventory

The skills inventory is not a determining factor for employment based on your level of experience. It is a tool to determine types of training we employ for our team. An honest appraisal of your specific skills will be most beneficial.

Please rank the following topics on a scale of 1 to 3 (1=experienced 2=somewhat familiar 3=not familiar)

Quilting

___ Machine Piecing	___ Threads & Quilting
___ Machine Quilting	___ Color Coordinating
___ Trapunto	___ Hand Quilting & Sashiko

Describe any specific skills you have in quilting: _____

Home Decorating

___ Creating window treatments	___ Color palette in home
___ Variety of pillows	___ Serger and home decorating
___ Lampshades	___ Machine Embroidery for the home

Describe any specific skills you have in home decorating: _____

Heirloom

- Smocking
- Pleating
- Pin tucking
- Entredeaux
- Winged Needlework
- Serger and Heirloom
- Fabric selection
- Lace creation by machine
- Crazy Quilting by hand

Describe any specific skills you have in heirloom sewing: _____

Machine Embroidery

- Internet interface with sewing machines
- Digitizing software
- Multiple stabilizer choices
- Operating an embroidery machine
- Lettering techniques
- Thread choices with embroidery

Describe any specific skills you have in machine embroidery: _____

Clothing

- General construction
- Advanced tailoring
- Embellishments
- Children's Clothing
- Alternations
- Serger construction
- Adult clothing
- Knit construction
- Embroidery on clothing

Describe any specific skills you have in machine embroidery: _____

Do you have any other special skills, qualifications, experience and/or training that would enhance your ability to perform for the position applied?

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____