

Creative Sewing Machines
247 N Main
Mount Airy, NC 27030
tim@creativesewing.com

Application screening information:

Name: _____

Address: _____

Phone number: _____

Email address: _____

Our store operation hours are 10:00 AM – 5:00 PM Monday thru Friday and 10:00-3:00 PM on Saturday.
Are you available during those hours?

Do you have any obligations that would require working around?

Do you like working with and helping people?

Are you a self-starter?

Have you ever worked retail?

What kind of skills were required in your last job?

Describe your computer knowledge.

If you were asked to take pictures, update our website, send email campaign for classes, set up a printer, could you do it?

Do you have any knowledge of working with color and coordination of fabrics?

Have you ever sewn garments or quilts? If so, what are some of the things you have created?

Do you have any knowledge of fabrics or sewing machines? If so, give a brief description.

If you do not have sewing knowledge, do you have a desire to learn?

Are you good at math?

Please figure out the following fractions of a yard in inches and turn it into a decimal.

- 1/8 yard = 4 1/2" = .125 yards
- 1/4 yard = _____" = ____yards
- 3/8 yard = _____" = ____yards
- 1/3 yard = _____" = ____yards
- 1/2 yard = _____" = ____yards
- 5/8 yard = _____" = ____yards
- 2/3 yard = _____" = ____yards
- 3/4 yard = _____" = ____yards
- 7/8 yard = _____" = ____yards

Name: _____

Former employers:

Name: _____ Business _____ Phone _____

Email: _____

Name: _____ Business _____ Phone _____

Email: _____

Personal references:

Name: _____ Relationship: _____ Phone _____ Email: _____

Name: _____ Relationship: _____ Phone _____ Email: _____

What are your salary requirements? _____

Job requirements:

Keeping the shop neat and clean.

Vacuum, sweeping, mopping, washing dishes, cleaning the bathrooms, dusting.

Organizing machine accessories, keeping demo supplies with machines, making sure all machines are threaded and ready to sew.

Keeping embroidery hoops with fabric, embroidery thread, bobbin thread, scissors.

Able to lift 40 lb. machines to carry them in and out for our customers.

Able to get on a ladder to hang samples and marketing materials.

Setting up classroom and keeping it organized.

Computer skills:

Excellent working knowledge of computers, printers, etc.

Updating social media daily with upcoming events.

Keeping the website current with new pictures and offerings.

Expectations:

Cheerful attitude.

Openness to making conversations with customers.

Courteous and kind to our customers.

Be on time.

Well dressed. No pants that are low enough to ride down when you bend over.

No tank tops without shirts that cover.

Being willing to jump in and do whatever tasks that arise.