

# **BOOKSHOP SANTA CRUZ**

Legal Name: \_\_\_\_\_ Date: \_\_\_\_\_

Preferred Name:/Nick Name: \_\_\_\_\_ Preferred Pronouns: \_\_\_\_\_

Full Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## **PLEASE ATTACH A RESUME, IF YOU HAVE ONE**

If you could determine the number of 8-hour shifts per week you work, how many would be ideal for you?

3 (24 hours)

4 (32 hours)

5 (40 hours)

*(Circle one of the above)*

**How many 8-hour shifts per week could you work, if needed:**

### **BOOKSTORE EXPERIENCE:**

**(Please list stores, dates, job title, type of bookstore & references.)**

### **RETAIL OR CUSTOMER SERVICE EXPERIENCE:**

**(Please indicate store information, dates & your specific job title & skills.)**

### **OTHER RELEVANT JOB EXPERIENCE:**

### **EDUCATION:**

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## **SKILLS & INTERESTS:**

**WHAT GENRES IN THE BOOKSHOP INTEREST YOU? (i.e. fiction, romance, politics, sff)**  
(List any that interest you and why?)

## **JOB LIMITATIONS:**

(This position includes frequent and repetitive movements, handling books, heavy boxes and operating computer cashier terminals. If you have any limitations from the usual job expectations of a bookseller, please let us know.)

## **JOB AVAILABILITY:**

(Please also indicate in detail any regular time-commitments during Bookshop hours you have)

## **TRAVEL/TIME OFF PLANS:**

(Please list any major vacation plans you have in the next 3 months, and any plans to travel in December)

## **WORK REFERENCES (not personal references):**

(Please also provide letters of recommendations emphasizing customer service skills, if possible.)

## **ANYTHING ELSE THAT YOU WANT TO TELL US:**

**THANK YOU VERY MUCH FOR YOUR CONSIDERATION OF BOOKSHOP SANTA CRUZ AS YOUR PLACE OF WORK.**

**We keep applications on file for about three months.**