

HENRY'S

SPORTS & BAIT/MARINE



3130 South Canal Street Chicago, IL 60616 (312)-225-8538 FAX (312) 225-5232

Dear Applicant:

Thank you for applying for employment at Henry's.

We depend on our staff to provide our customers with fast, friendly and courteous service. We also provide our customers with as much information about fishing locations and techniques as we can possibly provide. Our goal is to make each customer's experience enjoyable.

If you are interested in providing this experience to our customers, here are some of the job duties that will be required of you:

GREET AND SERVE ALL CUSTOMERS WITH A SMILE.

TREAT CUSTOMERS IN COURTEOUS, FRIENDLY AND HELPFUL MANNER.

FOLLOW HENRY'S INTERNAL PROCEDURES CONSISTENTLY.

KEEP HENRY'S CLEAN, ORGANIZED AND WELL STOCKED.

USE EVERY OPPORTUNITY TO SELL OUR PRODUCT LINE WITH ENERGY.

PARTICIPATE WITH CO-WORKERS AS A TEAM MEMBER.

MAINTAIN A HIGH ENERGY LEVEL.

Please complete all three sides of the attached application.

Please return the completed application in an envelope to(application may be mailed):

Henry's Sports/Marine
3130 S Canal St.
Chicago, IL 60616

Thank you for your interest in Henry's Sports.

Steve

Tom

APPLICATION FOR EMPLOYMENT

PRE-EMPLOYMENT QUESTIONNAIRE
EQUAL OPPORTUNITY EMPLOYER

PERSONAL INFORMATION

DATE _____

NAME (LAST NAME FIRST)		SOCIAL SECURITY NO.	
PRESENT ADDRESS	CITY	STATE	ZIP CODE
PERMANENT ADDRESS	CITY	STATE	ZIP CODE
PHONE NO. ()	REFERRED BY		

EMPLOYMENT DESIRED

POSITION	DATE YOU CAN START	SALARY DESIRED
ARE YOU EMPLOYED? <input type="checkbox"/> YES <input type="checkbox"/> NO	IF SO, MAY WE INQUIRE OF YOUR PRESENT EMPLOYER? <input type="checkbox"/> YES <input type="checkbox"/> NO	
EVER APPLIED TO THIS COMPANY BEFORE? <input type="checkbox"/> YES <input type="checkbox"/> NO	WHERE?	WHEN?

EDUCATION HISTORY

NAME & LOCATION OF SCHOOL	YEARS ATTENDED	DID YOU GRADUATE?	SUBJECTS STUDIED
GRAMMAR SCHOOL			
HIGH SCHOOL			
COLLEGE			
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL			

GENERAL INFORMATION

SUBJECTS OF SPECIAL STUDY/RESEARCH WORK OR SPECIAL TRAINING/SKILLS	
U.S. MILITARY OR NAVAL SERVICE	RANK

FORMER EMPLOYERS (LIST BELOW LAST FOUR EMPLOYERS, STARTING WITH LAST ONE FIRST)

DATE MONTH AND YEAR	NAME & ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

YOUR NAME _____ TODAY'S DATE _____

HENRY'S SPORTS/MARINE
APPLICATION FOR EMPLOYMENT PART 2

1) DESCRIBE YOUR LEVEL OF FISHING EXPERIENCE. TELL US ABOUT YOUR EXPERIENCES, YOUR EQUIPMENT, ETC.

2) TELL US WHY YOU ARE APPLYING FOR WORK AT HENRY'S? WHY DO YOU THINK IT APPEALING TO WORK HERE?

3) WHAT PERSONAL QUALITIES WOULD YOU BRING TO US? HOW WOULD YOU CONTRIBUTE TO CUSTOMER SERVICE?

4) USE THIS SPACE TO ADD ANY FURTHER COMMENTS ABOUT YOURSELF THAT YOU WOULD LIKE US TO KNOW.

AVAILABILITY: Total hrs. available per week _____

		Sat.	Sun.	Mon.	Tues.	Wed.	Thur.	Fri.
Hours Available:	From							
	To							

Note: As you know, we are busiest on Fridays, Saturdays and Sundays. You must be able to work at least two of those 3 days weekly. Thank you.