



# Colonial Shooting Academy Application for Employment

*Colonial Shooting Academy provides equal employment opportunities to all employees and applicants for employment.*

**PLEASE TYPE OR PRINT LEGIBLY. APPLICATIONS MUST BE COMPLETED IN FULL FOR APPLICANT CONSIDERATION.**

APPLICANT INFORMATION										
Last Name			First			M.I.		Date		
Street Address							Apt/ Unit #			
City				State			Zip			
Desired Location			Richmond, VA			Virginia Beach, VA				
Phone					Email					
Date Available					Desired Salary		HR	SAL		
Position Applied for					Part Time		Full Time			
Availability  Please check the boxes for your regular schedule availability			Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	
		Any								
		9AM-12PM								
		1PM-4PM								
		5PM-9PM								
Total desired hours per week					Do you have access to reliable transportation?			<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Are you a citizen of the United States?			<input type="checkbox"/> Yes	<input type="checkbox"/> No	If no, are you authorized to work in the U.S.?			<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Are you 21 or older?			<input type="checkbox"/> Yes	<input type="checkbox"/> No	Firearms Seller's ID Number					
Describe your firearms experience/background										
Do you have any friends or relatives that work for CSA?			<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, who (name, title, location)					
Have you ever worked for Colonial Shooting Academy?			<input type="checkbox"/> Yes	<input type="checkbox"/> No	If so, when?					
Have you ever been convicted of a criminal offense (Felony or serious misdemeanor)?			<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, please list the nature of each crime below, when and where convicted and the outcome					
<p>Note: You need not list: (1) Any arrest or detention that did not result in a conviction; (2) Any conviction for which the record has been sealed, expunged or statutorily eradicated; (3) Any misdemeanor conviction for which probation has been successfully completed or otherwise discharged and the case had been dismissed; (4) Any arrest for which a pretrial diversion program has been successfully completed; or (5) convictions for marijuana related offenses that are more than two years old. Colonial Shooting Academy will not deny employment solely on the basis of a criminal conviction but it may consider the nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position for which the applicant is applying.</p>										

EDUCATION				
	Name & Location of School	Degree		Diploma or Degree/ Field of Concentration
High School		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
College		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Other		<input type="checkbox"/> Yes	<input type="checkbox"/> No	

REFERENCES <i>(Additional references upon request only)</i>	
Full Name	Relationship
Company	Phone
Address	

EMPLOYMENT HISTORY			
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?			
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?			
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?			

<b>MILITARY SERVICE</b>		
Branch	From	To
Rank at Discharge	Type of Discharge	
If other than honorable, explain		

<b>APPLICANT'S CERTIFICATION AND AGREEMENT</b>	
<p>I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize Colonial Shooting Academy to verify their accuracy and to obtain reference information on my work performance. I hereby release Colonial Shooting Academy from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.</p> <p>I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.</p> <p>I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules and regulations of employment of the Employer. However, I further understand that neither the policies, rules, regulations of employment or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause.</p>	
Signature	Date