



Maurices Incorporated, a wholly owned subsidiary of The Dress Barn, Inc.

**Employment Application**  
 105 West Superior Street Duluth, Minnesota 55802 USA  
 Tel 218.727.8431 Fax 218.720.2102 www.maurices.com

Please complete all requested information. Use ink and print.

**GENERAL INFORMATION**

LOCATION/STORE #: \_\_\_\_\_  
 DATE OF APPLICATION: \_\_\_\_\_

NAME (LAST) (FIRST) (M.I.) \_\_\_\_\_  
 SOCIAL SECURITY NUMBER \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY STATE ZIP \_\_\_\_\_  
 PHONE NUMBER SECONDARY PHONE NUMBER \_\_\_\_\_  
 E-MAIL ADDRESS \_\_\_\_\_  
 Have you previously been employed by **maurices** or **dressbarn**?  
 YES  NO  If yes, when? \_\_\_\_\_  
 Have you ever filed an application here before?  
 YES  NO  If yes, when? \_\_\_\_\_

PAY DESIRED: \_\_\_\_\_  
 DATE AVAILABLE FOR WORK \_\_\_\_\_  
 POSITION(S) APPLYING FOR \_\_\_\_\_  
 ARE YOU APPLYING FOR: FULL TIME  PART TIME  SEASONAL   
 ARE YOU WILLING TO TRAVEL IF THE JOB REQUIRES IT? YES  NO

PLEASE INDICATE THE HOURS YOU ARE AVAILABLE TO WORK DURING BOTH THE DAY AND THE EVENING. IT IS NOT NECESSARY FOR YOU TO IDENTIFY UNAVAILABILITY FOR WORK BECAUSE OF RELIGIOUS OBSERVANCE OR PRACTICE. SUBSEQUENT TO ANY JOB OFFER, WE WILL CONSIDER WHETHER A REASONABLE ACCOMMODATION CAN BE MADE:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

NOTE: IF YOUR AVAILABILITY CHANGES, IT IS YOUR RESPONSIBILITY TO NOTIFY YOUR SUPERVISOR

ARE YOU OVER THE AGE OF 18? YES  NO   
 IF UNDER 18, DO YOU HAVE THE REQUIRED WORK PERMITS? YES  NO

LIST ANY RELATIVES CURRENTLY EMPLOYED WITH THE COMPANY  
 Name/Relationship: \_\_\_\_\_

**maurices** is an Equal Opportunity Employer. All persons shall have the opportunity to be considered for employment without regard to their race, color, religion, national origin, ancestry, alienage or citizenship status, age, disability or handicap, perceived disability or handicap, sex, marital status, veteran status, arrest or any other characteristic protected by applicable federal, state, or local laws.

**maurices** will endeavor to make reasonable accommodation to the known physical or mental limitations of a qualified applicant or employee with a disability unless the accommodation would impose an undue hardship on the operation of our business. If you require such assistance to complete this form, to participate in an interview, or to perform your job, please let us know. If you need an accommodation, please specify those essential functions for which you would need an accommodation in order to perform and the nature of the required accommodation.

**PREVIOUS EMPLOYMENT – PLEASE PRINT AND LIST ALL PRIOR EMPLOYERS, IN CHRONOLOGICAL ORDER, BEGINNING WITH YOUR PRESENT OR MOST RECENT EMPLOYER. PLEASE ATTACH ADDITIONAL SHEETS TO THIS APPLICATION IF NECESSARY. COMPLETE ALL REQUESTED INFORMATION IN FULL. DO NOT INCLUDE OVERTIME, BONUS, COMMISSIONS, ETC., IN THE SALARY INFORMATION.**

**EMPLOYMENT HISTORY**

EMPLOYMENT DATES (MO/YR)	NAME AND ADDRESS OF PREVIOUS EMPLOYER	EMPLOYMENT INFORMATION	REASON FOR LEAVING
From:		Job Title:	
		Supervisor's Name: <i>Beginning Salary:</i>	
To:		Phone Number: <i>Ending Salary:</i>	
From:		Job Title:	
		Supervisor's Name: <i>Beginning Salary:</i>	
To:		Phone Number: <i>Ending Salary:</i>	
From:		Job Title:	
		Supervisor's Name: <i>Beginning Salary:</i>	
To:		Phone Number: <i>Ending Salary:</i>	
From:		Job Title:	
		Supervisor's Name: <i>Beginning Salary:</i>	
To:		Phone Number: <i>Ending Salary:</i>	

Is there any reason that we should not contact any employer for a reference?  YES  NO  
 If yes, please identify the employer and explain why not. \_\_\_\_\_

Please indicate skills, experience, or qualifications you have that will aid you in the position(s) you are seeking.  
 \_\_\_\_\_  
 \_\_\_\_\_

**PROFESSIONAL REFERENCES (Please list business or work-related references and their relationship to you. Please exclude relatives.)**

	Name	Business Relationship	Telephone Number
1.			
2.			
3.			

**EDUCATION AND TRAINING**

SCHOOL	PRINT NAME, CITY, STATE FOR EACH SCHOOL	# OF YEARS ATTENDED	DEGREE	MAJOR/COURSES
HIGH SCHOOL				
COLLEGE				
OTHER				

**ADDITIONAL EMPLOYMENT INQUIRIES**

DO YOU HAVE ADEQUATE PUBLIC OR PRIVATE TRANSPORTATION TO GET TO WORK? YES  NO

PURSUANT TO THE IMMIGRATION REFORM AND CONTROL ACT OF 1986, ALL APPLICANTS WHO ARE OFFERED EMPLOYMENT MUST PRODUCE DOCUMENTS ESTABLISHING THEIR IDENTITY AND AUTHORIZATION FOR EMPLOYMENT IN THE UNITED STATES. THESE DOCUMENTS MUST BE PRODUCED NO LATER THAN SEVENTY-TWO (72) HOURS AFTER EMPLOYMENT COMMENCES. IN ADDITION, ALL NEW HIRES WILL BE REQUIRED TO VERIFY THEIR EMPLOYMENT AUTHORIZATION UNDER OATH BY SIGNING INS FORM I-9.

HAVE YOU BEEN CONVICTED OF A CRIMINAL OFFENSE WITHIN THE PAST SEVEN (7) YEARS THAT HAS NOT BEEN EXPUNGED, SEALED, PARDONED, DISCHARGED, ERADICATED, OR IMPOUNDED? YES  NO  IF YES, WHEN? \_\_\_\_\_

A CONVICTION WILL NOT NECESSARILY BE A BAR TO EMPLOYMENT. TO HELP US EVALUATE YOUR APPLICATION, PLEASE DESCRIBE THE NATURE OF THE OFFENSE FOR WHICH YOU WERE CONVICTED, THE CIRCUMSTANCES SURROUNDING THE COMMISSION OF THE OFFENSE, AND YOUR SUBSEQUENT REHABILITATION. \_\_\_\_\_

**\*\* Please read the following carefully prior to answering the question regarding convictions of a criminal offense \*\***

**Connecticut applicants only:** You are not required to disclose the existence of any arrest, criminal charge, or conviction, the records of which have been erased pursuant to section 46b-146, 54-76o, or 54-142a. Criminal records subject to erasure pursuant to section 46b-146, 54-76o, or 54-142a are records pertaining to a finding of delinquency or that a child was a member of a family with service needs, an adjudication as a youthful offender, a criminal charge that has been dismissed or annulled, a criminal charge for which the person has been found not guilty or a conviction for which he or she received an absolute pardon. Any person whose criminal records may have been erased pursuant to section 46b-146, 54-76o, or 54-142a shall be deemed to have never been arrested within the meaning of the general status with respect to the proceedings so erased and may so swear under oath.

**Georgia applicants only:** Please exclude any convictions under the Georgia First Offender Act.

**Maryland applicants only:** Under Maryland Law an employer may not require or demand any applicant for employment or prospective employment or any employee to submit to or take a polygraph, lie detector, or similar test or examination as a condition of employment or continued employment. Any employer who violates this provision is guilty of a misdemeanor and subject to a fine not to exceed \$100.00.

**Massachusetts applicants only:** Do not disclose any information regarding a first conviction for any of the following misdemeanors: drunkenness, simple assault, speeding, minor traffic violations, affray, or disturbance of the peace. In addition, do not disclose any information regarding a misdemeanor conviction where the date of the conviction or the completion of any period of incarceration as a result of the conviction, whichever date is later, occurred five or more years prior to the date you are applying for this job. In addition, an applicant for employment with a sealed record on file with the commissioner of probation may answer "no record" to an inquiry in this application relating to prior arrests or criminal court appearances. In addition, any applicant for employment may answer "no record" with respect to any inquiry relating to prior arrests, court appearances and adjudications in all cases of delinquency or as a child in need of services which did not result in a complaint transferred to the superior court for criminal prosecution. It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.

**Nevada applicants only:** Do not disclose any information regarding a misdemeanor conviction unless you served jail time for the misdemeanor conviction.

**New Hampshire applicants only:** Do not disclose any information about a conviction that was annulled by any court.

**Ohio applicants only:** Do not disclose any convictions for a "minor misdemeanor" as that term is defined in Ohio Revised Code Section 2925.11.

**Utah applicants only:** Do not disclose any convictions for any misdemeanors. You may only disclose felony convictions.

**Washington applicants only:** Do not disclose any convictions that occurred more than 10 years ago.

**APPLICANT'S STATEMENT**

I have read and fully understand the questions asked in this application. I certify that all answers given by me are true, accurate, and complete. I also understand that the omission and/or misrepresentation of any fact from this application or during any interview for employment (regardless of when it is discovered) will be cause for immediate dismissal. I authorize **maurices** to contact all of my employment references, and to inquire about, investigate, and obtain copies of any records which relate to me from my former employers and educational institutions I have attended. I hereby release **maurices** and all affiliated entities, as well as any person or institution that provides **maurices** with any information about me, from any and all liability whatsoever resulting from any such inquiry, investigation, or communication.

If hired, I agree to abide by all of the rules and regulations of **maurices**. I understand and agree that nothing in this application shall constitute a contract or guarantee of employment for a specific period of time. I also understand that if employed, my employment may be terminated with or without cause and with or without notice at any time, at the election of **maurices** or me. I further understand that no representative or agent of **maurices** has the authority to enter into any agreement for employment for any specific period of time, or to make an agreement contrary to the foregoing unless the agreement is in writing and is signed by an authorized officer of **maurices**. In addition, I understand that **maurices** and all plan administrators shall have the maximum discretion permitted by law to administer, interpret, modify, discontinue, enhance, or otherwise change all policies, procedures, benefits, or other terms and conditions of employment. I understand that any hiring decision is contingent upon my successful completion of all of **maurices** lawful pre-employment checks.

I understand that **maurices** may obtain consumer reports and/or investigative consumer reports about me in connection with my application for employment. If hired, **maurices** may obtain consumer reports and/or investigative consumer reports about me at any time during my employment in connection with making other employment decisions such as reassignment, promotion, retention, discipline, and rehiring. Such consumer reports may include information concerning my credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, and/or mode of living. This information may be obtained from personal interviews with my neighbors, friends, associates, and professional and personal acquaintances. By way of example, **maurices** may request consumer reports and investigative consumer reports to verify my criminal background, motor vehicle driving record, credit history, education or past employment, and to investigate allegations or suspicions of theft, fraud, harassment and workplace violence. Prior to **maurices** obtaining consumer reports, I will receive an Authorization to Obtain Consumer Reports form. I agree to execute any consent forms necessary for **maurices** to conduct its lawful employment checks.

I also understand that this application will be kept active for a period of 60 days. Thereafter, I will be required to complete a new application in order to be considered for employment.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_