



Kohl's Department Stores gives all applicants for employment equal consideration regardless of race, color, sex, religion, national origin, age, sexual orientation, marital status or disability. The decision to hire an applicant is based solely on individual qualifications that meet the job requirements.

Date \_\_\_\_\_

### EMPLOYMENT APPLICATION

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_ Phone Number \_\_\_\_\_  
Street City State Zip

Is there a second number where you can be reached or a message left? \_\_\_\_\_ Phone Number \_\_\_\_\_

List any additional names which you have used which will permit us to check your work record: \_\_\_\_\_

Position Applied For \_\_\_\_\_ Date available to start work: \_\_\_\_\_

If hired by Kohl's, I would like to work Full-Time \_\_\_\_\_ Part-Time \_\_\_\_\_

### AVAILABLE TO WORK:

|                              | SUN | MON | TUE | WED | THU | FRI | SAT |
|------------------------------|-----|-----|-----|-----|-----|-----|-----|
| <b>FROM<br/>(START TIME)</b> |     |     |     |     |     |     |     |
| <b>TO<br/>(END TIME)</b>     |     |     |     |     |     |     |     |

Have you ever applied at or been employed by Kohl's before? \_\_\_\_\_ If yes, please give Dates & location \_\_\_\_\_

Are you legally entitled to work in the United States? \_\_\_\_\_ If hired, can you provide documentation of this eligibility? \_\_\_\_\_

Have you ever been convicted of, found guilty of, plead guilty to, or admitted guilt of a crime? Yes  No  If yes, describe in full \_\_\_\_\_

- Answer No for annulled, expunged or sealed records, and any youth offender and minor traffic offenses.
- In California only, DO NOT answer YES if your conviction (felony or misdemeanor) involved marijuana and is more than 2 years old. DO NOT answer YES or provide any information regarding referral to and/or participation in any pre-trial or post-trial diversion program.
- DO NOT disclose convictions, which occurred more than 7 years ago (5 years ago in Massachusetts)
- The existence of a criminal record will not automatically disqualify you for the job for which you have applied, but will be considered as part of an overall evaluation of your qualifications.

Are you 18 years of age or older? \_\_\_\_\_ If no, state your age \_\_\_\_\_

Do you have any friends or relatives employed by Kohl's? \_\_\_\_\_ If yes, give names and locations \_\_\_\_\_

We conduct pre-employment drug screening for some positions. Are you willing to submit to a drug test? \_\_\_\_\_

| Educational Background               | School Name and Location | Major | List Diploma or Degree |
|--------------------------------------|--------------------------|-------|------------------------|
| Grade School (last attended)         | _____                    |       |                        |
| High School (last attended)          | _____                    |       |                        |
| College or Technical (last attended) | _____                    |       |                        |
| Graduate School                      | _____                    |       |                        |

**Employment History** – First list all current employment, then list all previous employment.

| Company Name and Address | From Mo./Yr. | To Mo./Yr. | Position Title Supervisor's Name | Starting Salary | Ending Salary | Reason for Leaving |
|--------------------------|--------------|------------|----------------------------------|-----------------|---------------|--------------------|
| 1.                       | /            | /          |                                  |                 |               |                    |
| 2.                       | /            | /          |                                  |                 |               |                    |
| 3.                       | /            | /          |                                  |                 |               |                    |
| 4.                       | /            | /          |                                  |                 |               |                    |

Please explain all periods of unemployment:

From  To  Reason

From  To  Reason

From  To  Reason

Did you ever serve in the Armed Forces? \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_ Branch of Service and last assignment \_\_\_\_\_

Please state briefly why you have applied for this position \_\_\_\_\_

What personal characteristics do you feel you possess that would be an asset to the position for which you are applying? \_\_\_\_\_

Do you have any special skills, hobbies, or interests? If so, what are they? \_\_\_\_\_

**Employee's Agreement:** I am aware that a consumer report and/or an Investigative consumer report may be requested in connection with my application for employment. If such a report is requested, and in response to a written request from me, you will inform me of the name and address of the consumer reporting agency which furnished the report.

I certify that the information I have provided is true and that I have not knowingly withheld any fact that would affect my application. Any misrepresentation, falsification or willful omission in any detail shall be sufficient reason for refusal of employment or dismissal after employment regardless of time. If employed by Kohl's, I agree to conform to the rules of Kohl's and I agree and understand that my employment can be terminated, with or without cause, and with or without notice, at any time, at the option of either Kohl's or myself. I understand that no executive other than the Senior Vice-President of Human Resources has any authority to enter into any employment agreement for any specified period of time.

**Signature** \_\_\_\_\_

How did you hear about Kohl's? Relative or Friend \_\_\_\_\_ Newspaper Ad \_\_\_\_\_ In-Store Brochure \_\_\_\_\_ Other (describe) \_\_\_\_\_