

WILLIAMS-SONOMA CANADA, INC.

An Equal Opportunity Employer

Please print in ink and provide all requested information.

General Information																
TODAY'S DATE	SOCIAL INSURANCE NUMBER (TO BE COMPLETED UPON HIRE)	POSITION DESIRED														
NAME (LAST) (FIRST) (MIDDLE)	EMPLOYMENT LOCATION DESIRED															
STREET ADDRESS	PREFERRED SALARY	DATE AVAILABLE FOR WORK														
CITY PROVINCE POSTAL CODE	PLEASE CHECK ONE <input type="checkbox"/> FULL TIME (30-40 hrs. per week) <input type="checkbox"/> Casual (on call/irregular schedule) <input type="checkbox"/> PART TIME (20-29 hrs. per week) <input type="checkbox"/> Temporary (Holiday or Summer) Note: Should your availability change, it is your responsibility to inform your supervisor. By signing this application, you acknowledge that the hours may vary and may involve evening work and Saturdays/Sundays and that Williams-Sonoma Canada, Inc. is relying on your availability in this regard in the event that we extend you a job offer.															
TELEPHONE (HOME)	TELEPHONE (WORK)															
FAX #	E-MAIL ADDRESS															
Have you ever applied to our company before? If yes, where? If you have worked for our company before (Williams-Sonoma, Inc., Williams-Sonoma, Pottery Barn, Hold Everything, Pottery Barn Kids or Chambers), please state where, when, final position and reason for leaving.		Are you at least 16 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No Please indicate the hours you are available to work, during both day and evening. (e.g., 9:30 A.M. – 5:30 P.M., 5 – 10 P.M.). Note: Should your availability change, it is your responsibility to notify your supervisor														
		<table border="1"> <tr> <td>Monday</td> <td>Tuesday</td> <td>Wednesday</td> <td>Thursday</td> <td>Friday</td> <td>Saturday</td> <td>Sunday</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday							
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday										

Work Experience

List your previous work experience for the last five years, beginning with your current position (or most recent position, if you are not currently employed). Do not leave any gaps in your employment history. If you need additional space, please attach additional pages.

EMPLOYER	STARTING POSITION	STARTING SALARY
STREET ADDRESS	LAST POSITION	FINAL SALARY
CITY PROVINCE POSTALCODE	DUTIES	
EMPLOYER'S PHONE	SUPERVISOR'S NAME/TITLE/PHONE NUMBER	
REASON FOR LEAVING	DATES OF EMPLOYMENT	
	START: MONTH YEAR	END: MONTH YEAR
EMPLOYER	STARTING POSITION	STARTING SALARY
STREET ADDRESS	LAST POSITION	FINAL SALARY
CITY PROVINCE POSTALCODE	DUTIES	
EMPLOYER'S PHONE	SUPERVISOR'S NAME/TITLE/PHONE NUMBER	
REASON FOR LEAVING	DATES OF EMPLOYMENT	
	START: MONTH YEAR	END: MONTH YEAR
EMPLOYER	STARTING POSITION	STARTING SALARY
STREET ADDRESS	LAST POSITION	FINAL SALARY
CITY PROVINCE POSTALCODE	DUTIES	
EMPLOYER'S PHONE	SUPERVISOR'S NAME/TITLE/PHONE NUMBER	
REASON FOR LEAVING	DATES OF EMPLOYMENT	
	START: MONTH YEAR	END: MONTH YEAR
May we contact your current employer?	If no, at what point may we contact him/her?	

Additional Work History Information

Have you ever been fired or forced to resign from any employment?

Yes No If yes, please explain.

Have you ever been convicted of a felony crime for which you have not been pardoned?

Yes No If yes, please explain.

(Convictions will not necessarily disqualify applicant. Each case is considered individually.)

Have you ever been arrested for any criminal violation for which you are currently out on bail, on your own recognizance or otherwise on release pending trial?

Yes No If yes, please list the date of arrest, in what jurisdiction it occurred, and crime charged.

I have reviewed the job description and I confirm that I am able to perform the essential duties of requirements of the job for which I am applying.)

Yes No

(Williams-Sonoma Canada, Inc. will reasonably accommodate any special requirements you have in accordance with applicable human rights legislation.)

Education, Training and Skills

School	Please print name, city and province for each school	Degree	Type of course/major
HIGH SCHOOL			
COLLEGE/UNIVERSITY			
ADDITIONAL EDUCATION			
ADDITIONAL TRAINING			

COMPUTER SKILLS:

Software _____

Hardware _____

For office position, please indicate the job skills that you possess:

Word Processing (_____ words per minute)

10-Key

Spreadsheets

Other _____

If the position that you are seeking requires foreign language skills, please list those foreign languages in which you are proficient and describe the level of proficiency.

Please list any additional job skills that you believe would be relevant to the position for which you are applying.

Professional References

NAME OF REFERENCE (NOT A RELATIVE)	NAME OF REFERENCE (NOT A RELATIVE)
STREET ADDRESS	STREET ADDRESS
CITY PROVINCE POSTAL CODE	CITY PROVINCE POSTAL CODE
PHONE JOB TITLE	PHONE JOB TITLE
How acquainted and for how long?	How acquainted and for how long?

Referral Source

Employee Referral Name _____

Community Organization Name _____

School/University _____

Walk-in Applicant _____

Internet (sites) _____

Newspaper Ad (name of newspaper) _____

Other (please detail) _____

Applicant's Statement

If I become employed, I agree to abide by the rules and regulations of your company. All the information that I have supplied in this job application is a true and complete statement of the facts and, if I become employed, I agree that any false statement, misrepresentation or omission may result in my immediate dismissal without further payment to me, I authorize all persons, schools, employers and other organizations named in this application to provide Williams-Sonoma Canada, Inc. with relevant information that may concern my employment or prospective employment with Williams-Sonoma Canada, Inc. I also understand that, for employment purposes, investigative background inquiries may be required. By signing this job application, I acknowledge having been given notice that Williams-Sonoma Canada, Inc. to obtain such a report and I authorize, without reservation, any person, party or agency (including law enforcement or government agency) contacted by Williams-Sonoma Canada, Inc. to release all information about me. Any offer of employment by Williams-Sonoma Canada, Inc. and/or acceptance thereof, does not constitute contract of any specific duration; rather, any such employment is terminable by Williams-Sonoma Canada, Inc. without just cause. Williams-Sonoma Canada, Inc. may also do so by providing the notice of termination and/or severance pay as required by provincial legislation and this shall be in complete satisfaction of any and all obligations to you.

All of the information I have supplied in this application is a true and complete statement of the facts and, if employed, I agree that any false statement, misrepresentation or omission may result in my immediate dismissal. I further authorize you to contact all of my previous employers, educational institutions and references for full information regarding my employment history and for other information pertinent to my application.

Signature _____

Date _____