

Application for Employment

Norris Enterprises

PainReliever.Com iFurn.com

Position Applying For: **Writer** Today's Date _____, 200__

Name _____ Day Phone (____) _____
 Mobile Phone _____ Other Phone _____ Email: _____
 Address _____ City _____ State _____ How Long? ____ (Mo/Yr)
 Social Security # _____ Number of Children _____ Ages _____

Because of Federal Law, answers to questions in this section are voluntary and not required for employment.

Date of Birth _____ Marital Status: S M D W SEP Weight _____

Height _____ Race _____ Sex: M ___ F ___

Spouses Name _____ Spouses Occupation _____

Do you have any hour limitations for working? No ___ Yes ___ (Please Explain)

Do you have any health problems? _____ Condition of Health: _____

Current Employment:

Are you Currently Employed? ___ Yes ___ No If so where:

Company Name _____

Address _____ City _____ State _____ Zip _____

Contact Person: _____ Contact Phone#(____) _____

Dates of employment: From _____ to _____ Wage/Salary _____ hr/mo/yr

Describe your job responsibilities: _____

What did you enjoy most about this position? _____

What did you enjoy least? _____

Why are you leaving this position? _____

Past Employment: (most recent first)

1. **Company Name and Address** _____

Employed from (date) _____ to _____ Salary _____ hr/mo/yr Phone _____

Describe your job responsibilities _____

What did you enjoy most about this position? _____

What did you enjoy least? _____

Reason For Leaving? _____

2. **Company Name and Address** _____

Employed from (date) _____ to _____ Salary _____ hr/mo/yr Phone _____

Describe your job responsibilities _____

What did you enjoy most about this position? _____

What did you enjoy least? _____

Reason For Leaving? _____

3. **Company Name and Address** _____

Employed from (date) _____ to _____ Salary _____ hr/mo/yr Phone _____

Describe your job responsibilities _____

What did you enjoy most about this position? _____

What did you enjoy least? _____

Reason For Leaving? _____

List References:

Name _____ Name _____

Address _____ Address _____

Phone _____ Phone _____

Education/Skills

Highest level of education attained: (circle one 12 13 14 15 16+)

List degrees obtained: _____

Have you had any writing, web optimization or Journalism work experience?

Web/Programming skills/knowledge: (Check all that apply)

HTML Data Processing Image editing Flash Photoshop
 FTP PHP Others (Please List)

Do you know how to import and export data from one application to another? Yes No

Basic Computer Skills/Knowledge

Microsoft Word Microsoft Excel Microsoft Access

Microsoft Outlook
 Other (Please List):

Describe your writing or web page optimization skills (if any):

Do you feel you are average? _____

How do you feel you would be suited to write compelling headlines, keywords and product descriptions to entice the customer to “buy now”

Have you ever been convicted of a felony?

Yes _____ (describe) _____

No _____

Rate your writing skills:

Terrible _____ Under Par _____ Just Okay _____ Pretty Good _____ Great _____ Can't be Beat _____

Rate your typing skills:

Peck _____ Need Practice _____ Adequate _____ Good _____ Smokin' _____

Typing speed _____ wpm.

Discuss the importance of keywords as it relates to web pages:

In your opinion, what are the three most important concepts when marketing a product on a website?

Continued on Next Page...

What Kind Of Person Are You?

People frequently complain that nobody understands them, and it's not surprising, since nobody really understands him/herself as well as they would like to. It's fun getting to know yourself better and psychologists have come up with a new and interesting way to gain further insight into the kind of person you are.

The following test is based on the findings of a series of studies conducted by psychologist Robert H. Knapp and his colleagues at Wesleyan University. Each of the phrases used in the test has been pre-tested on hundreds of men and women, and found to provide an amazingly accurate index to their characters. Here is a list of key phrases which the psychologists find most effective in revealing personality.

To take the test, select from the 18 phrases the one which most closely symbolizes the image you have of yourself.

SELECT JUST ONE OF THE EIGHTEEN PHRASES FROM THE ENTIRE PAGE

GROUP A	GROUP D
____An Electric Generator	____A racing horse
____A surging Tide	____A cracking whip
____A humming Teakettle	____A plunging waterfall
GROUP B	GROUP E
____A shaft of light	____A tangled string
____A lilting Melody	____A boat lost in the mist
____A bird rising in flight	____A trapped moth
GROUP C	GROUP F
____A leafless tree	____A gently swaying tree
____A water-worn pebble	____A wandering cloud
____A weathered anchor	____A balloon floating in the sky

I authorize all schools, credit bureaus, and law enforcement agencies to supply information concerning my background, and I authorize all past employers to release employment information concerning my employment records. I understand that I have a right to request disclosure of the nature, scope, and results of such an inquiry. I understand that if any statement herein is not true, offers of employment may be withdrawn.

Signed _____ Date _____

Please complete the short writing test on the following page.

Please describe the bedroom group below to provide a marketable product to the consumer. Please be as descriptive as possible. Use the information listed below to help you write a complete description full of keywords to help attract customers on the web.



Manufacturer: Norfurn Collection Name: Manchester Model Number: 12345
Color: Black

Your Product Description:

Keywords:
Short Description:

Webpage Title: