



# SPORTHORSE SADDLERY

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**We often have openings for sales positions. We offer competitive pay, fun people to work with, and great discounts on horse stuff!**

First things first- to work at Sporthorse, you must be enthusiastic, upbeat, positive, fun, etc. Knowledge of products and eventing, dressage, and hunter/jumper is a plus. If this sounds like you, keep reading!

## **We are looking for people who...**

- Have successful experience in sales and customer service roles, preferably in a retail environment
- Have experience with eventing, dressage, and/or hunter/jumper disciplines
- Have a good reputation in the horse community
- Have an above average knowledge and interest in tack, apparel, horse care products, etc.
- Are willing to learn about fun new products, and about disciplines besides the one you ride
- Are comfortable working with computers, and who have preferably worked with retail systems
- Have the ability to work effectively in a team and on your own, to ensure that all customer service needs are met
- Are comfortable working in an environment that is fast paced, quickly changing, and flexible
- Have the ability to stand for long periods of time, kneel, climb ladders, reach, and lift merchandise and boxes which can sometimes be heavy
- Have the ability and willingness to work either in the store, or travel to local shows to work in the mobile stores, depending on our needs
- Are willing to work holidays and weekends
- Are willing to commit to work as your priority for the schedule for which you are hired

## **What you'll be doing here...**

- Providing friendly, helpful, knowledgeable sales and service in the store and on the mobile stores
- General in-store duties including completing transactions accurately and efficiently in the POS system, tagging, stocking and restocking merchandise, and general cleaning/housekeeping duties in the store and on the mobile
- Working most weekends throughout the year (weekends are our busiest times!)
- Working with/in the mobile stores, including moving stock in/out, setting up/packing up, travelling to shows (both locally and some farther away) to work in the mobile stores
- Having a great time working with awesome people, dogs, and customers!

## **Still Interested? Here's how to apply...**

- If you're in the area, please fill out your application and bring it to the store
- If you're at school, or not close by, please email or fax your application to us (information is at the top of this page)

Thanks for your interest! You will hear from us soon.

# APPLICATION FOR EMPLOYMENT

## Sporthorse Saddlery LLC

It is the policy of this company to provide equal employment opportunities to all qualified persons without regard to race, creed, color, religious belief, sex, age, national origin, physical or mental handicap or veteran status.

### PERSONAL INFORMATION

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

Current Address:

Street and Apt. # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Permanent Address (if different from above):

Street and Apt. # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_

I am 18 years of age or older: **Yes** **No** **Age if not 18:** \_\_\_\_\_

I am an U.S. Citizen or otherwise authorized to work in the United States on an unrestricted basis:

**Yes** **No**

Have you ever been convicted of a felony? **Yes** **No**  
If you answered yes, please explain:

### EMPLOYMENT HISTORY:

#### Present or Most Recent Employer

Employer: \_\_\_\_\_ Address: \_\_\_\_\_

Your Position: \_\_\_\_\_ Salary: \_\_\_\_\_

Duties: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ to \_\_\_\_\_

Supervisor: \_\_\_\_\_ Name \_\_\_\_\_ Title \_\_\_\_\_ May we contact? **Yes** **No**

Reasons for Leaving: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

**Prior Employer**

Employer: \_\_\_\_\_ Address: \_\_\_\_\_

Your Position: \_\_\_\_\_ Salary: \_\_\_\_\_

Duties: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ to \_\_\_\_\_

Supervisor: \_\_\_\_\_  
Name Title

Reasons for leaving: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Prior Employer**

Employer: \_\_\_\_\_ Address: \_\_\_\_\_

Your Position: \_\_\_\_\_ Salary: \_\_\_\_\_

Duties: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ to \_\_\_\_\_

Supervisor: \_\_\_\_\_  
Name Title

Reasons for leaving: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EDUCATION**

**High School**

\_\_\_\_\_  
Name and Address

Did you graduate?  Yes  No Attended from \_\_\_\_\_ to \_\_\_\_\_.

If you did not graduate, did you receive your GED?  Yes  No

Special honors or awards: \_\_\_\_\_

**College or University**

\_\_\_\_\_  
Name and Address

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Did you graduate?  Yes  No      Attended from \_\_\_\_\_ to \_\_\_\_\_.

Degree: \_\_\_\_\_ Major: \_\_\_\_\_

Special honors or awards: \_\_\_\_\_

**References**  
Please list at least two personal references who are familiar with your sales/service work and/or your horse experience.

Name	Relationship	Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**POSITION INFORMATION:**

***Position Specifications***

Position Applying For: \_\_\_\_\_

How did you hear about this job? \_\_\_\_\_

Why do you want to work at Sporthorse Saddlery? \_\_\_\_\_  
\_\_\_\_\_

What hours are you willing/able to work? \_\_\_\_\_

Would you be able to regularly work weekends?      **Yes**      **No**

Are you willing to travel occasionally for the job?      **Yes**      **No**

When would you be able to start? \_\_\_\_\_

Desired salary: \_\_\_\_\_ per \_\_\_\_\_

***Skills/ Training***

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Please describe any special skills/training you have in the following areas:

**Sales and Service:**

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**Computers/Software:**

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Please describe your horse experience. Attach additional sheets if necessary.

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Why do you think you will be successful at this job if hired?

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Please tell us about a situation where you provided exceptional customer service.

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I hereby certify that my answers and assertions set forth in this application are true and complete to the best of my knowledge. If I am employed, I understand that any false statements on this application shall be considered sufficient cause for my dismissal. I hereby authorize this company to investigate any aspect of my prior educational and employment history.

Furthermore I understand that if I am hired, employment with this company is "at will," which means that either the company or I can terminate my employment for any reason not prohibited by state or federal law.

**Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_