



Monell Music Company
404 Main Avenue, Brookings, SD 57006
(605) 692-2868 • contact@monellmusic.com

Employment Application

Part-Time Sales Associate

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email: _____

Are you authorized to work in U.S.? ☐ YES ☐ NO Please circle days/times you are available to work:

Have you ever been convicted of a felony? ☐ YES ☐ NO Monday Tuesday Wednesday Thursday Friday
12 – 5pm 12 – 5pm 12 – 5pm 12 – 5pm 12 – 5pm

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? ☐ YES ☐ NO

H.S. Band: _____ H.S. Orchestra: _____ H.S. Choir: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? ☐ YES ☐ NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? ☐ YES ☐ NO Degree: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? ☐ YES ☐ NO

Company: _____ Phone: _____
 Address: _____ Supervisor: _____
 Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
 Responsibilities: _____
 From: _____ To: _____ Reason for Leaving: _____
 May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: _____ Phone: _____
 Address: _____ Supervisor: _____
 Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
 Responsibilities: _____
 From: _____ To: _____ Reason for Leaving: _____
 May we contact your previous supervisor for a reference? YES ☐ NO ☐

Music Knowledge

Please describe your background in music: _____

What Instrument(s) Do You Play?	For How Long?	Primary Instrument/Skill Level

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____

Part-Time Sales Associate

Responsibilities and Expectations:

- Assist customers with instrument and product sales and rentals in person and by phone.
- Maintain product displays, stocking inventory, tuning and cleaning instruments.
- Fulfilling school orders for school music departments, music educators, parents, and students.
- Assist with internet sales as needed.
- Assist music teachers with lesson rooms as needed.
- General cleaning and maintenance of store.

Requirements:

- High School diploma or equivalent.
- High School band, orchestra, choir, solo instrumental, or equivalent experience.
- Friendly, upbeat, and approachable.

Preferred (but not required):

- Post High School education in music, business, education, or a related field.
- Sales Experience.
- Experience with different band and orchestra musical instruments.
- Experience with guitars/fretted instruments.