

GREAT BENEFITS

- Discounts on merchandise
- 401(k) retirement plan
- Group medical insurance, including dental and vision, for qualifying employees
- Life insurance
- Paid sick days and vacation days
- Paid holidays
- Employee Assistance Program

Half Price Books has developed a culture of promotion from within the company. Every management position at the retail level is filled by staff members who've worked in the stores. We strive to develop the talents of our employees in order to continue our growth and success.

OUR STORY

In 1972, the first Half Price Books store opened in Dallas, Texas, in a space formerly occupied by a laundromat. Founders Ken Gjemre and Pat Anderson stocked their store with about 2,000 books from their personal libraries. Their idea was to recycle books and music, and offer a great product at a great price. And it worked! Today, Half Price Books is America's largest new and used family-owned bookstore, and continues to grow, opening new stores each year.



COFOUNDERS KEN & PAT

HALF PRICE BOOKS®

JOIN OUR TEAM

Bibliomaniacs wanted. Half Price Books is a place for people who are interested in preserving, recycling and passing along information and entertainment in every form. We sell books, magazines, music, movies, games and more.

We are looking for enthusiastic and motivated people to work in our fun, fast-paced retail environment. If you're interested in a career with us, please fill out this employment application and return it to any of our locations.

Visit hpb.com/jobs to learn what employees have to say about working at Half Price Books and see a list of our current openings.

FOLLOW @HALFPRICEBOOKS



HALF PRICE BOOKS, RECORDS, MAGAZINES, INCORPORATED

APPLICATION FOR EMPLOYMENT

AN EQUAL OPPORTUNITY EMPLOYER

The information you provide on this form will be used to evaluate your ability and potential for success in the position for which you are applying. Half Price Books strives to comply with applicable fair employment practice laws; we do not discriminate on the basis of race, color, religion, sex, gender, national origin, ancestry, age, disability, marital status, sexual orientation, or any other characteristic protected by applicable law. Half Price Books will provide reasonable accommodations to allow an applicant with a disability to participate in the hiring process if so requested. When completing this application, you may exclude information that would disclose or otherwise reference your race, color, religion, sex, gender, national origin, ancestry, age, disability, marital status, sexual orientation, or any other status protected by applicable law. This application is considered current for thirty (30) days only. At the end of this period, if you are still interested in employment, it will be necessary for you to reapply by completing a new application.

TO LEARN MORE ABOUT THE INFORMATION WE COLLECT ABOUT JOB APPLICANTS AND HOW WE MAY USE IT, VISIT
<http://www.hpb.com/privacy-policy>

***THIS APPLICATION DOES NOT CREATE A CONTRACT OF EMPLOYMENT
 NOR DOES IT GUARANTEE EMPLOYMENT WITH HALF PRICE BOOKS.***

PERSONAL DATA

LAST NAME	FIRST NAME	MIDDLE NAME
HOME ADDRESS: STREET, CITY, STATE, ZIP		
MAILING ADDRESS: STREET, CITY, STATE, ZIP		
DAYTIME PHONE	EVENING OR MESSAGE PHONE	EMAIL ADDRESS
ARE YOU AT LEAST 19 YEARS OF AGE? <input type="checkbox"/> YES <input type="checkbox"/> NO		ALL OFFERS OF EMPLOYMENT ARE CONDITIONED UPON YOUR ABILITY TO PROVIDE EVIDENCE OF YOUR RIGHT TO BE LEGALLY EMPLOYED IN THE U.S. ARE YOU CURRENTLY ELIGIBLE TO WORK IN THE UNITED STATES, AND AUTHORIZED TO WORK FOR THIS COMPANY ON AN ONGOING BASIS? <input type="checkbox"/> YES <input type="checkbox"/> NO

PLACEMENT INFORMATION

POSITION APPLIED FOR	DATE OF APPLICATION
INTERESTED IN: <input type="checkbox"/> FULL-TIME <input type="checkbox"/> PART-TIME <input type="checkbox"/> TEMP/SEASONAL	WHEN ARE YOU AVAILABLE TO START WORK?
DO YOU HAVE ADEQUATE TRANSPORTATION TO & FROM WORK? <input type="checkbox"/> YES <input type="checkbox"/> NO IF NO, EXPLAIN:	HOW DID YOU LEARN ABOUT US? <input type="checkbox"/> WALK-IN <input type="checkbox"/> ADVERTISEMENT / WHERE?
CAN YOU WORK WEEKENDS? <input type="checkbox"/> YES <input type="checkbox"/> NO IF NO, EXPLAIN:	<input type="checkbox"/> FRIEND / NAME? <input type="checkbox"/> RELATIVE / NAME? <input type="checkbox"/> OTHER / SPECIFY:
HAVE YOU WORKED FOR THIS COMPANY BEFORE? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, WHEN?	
WHERE?	

EDUCATIONAL BACKGROUND

List last high school and all colleges and/or trade schools attended. NAME AND LOCATION OF SCHOOL	MAJOR/MINOR	DIPLOMA/DEGREE

List other experiences, skills, knowledge, training, aptitudes or interests you have which may relate to the job for which you are applying.

EMPLOYMENT HISTORY

List last four employers beginning with the most recent. Explain any gaps in your employment history.

If applying for a position in California; Illinois; Cincinnati, OH; Washington; or Kansas City, MO, do not disclose salary information, including Salary/Hourly Starting or Ending Wage. You may leave the section blank or insert N/A.

DATE (MONTH/YEAR)	EMPLOYER	SALARY/HOURLY WAGE	JOB TITLE & DUTIES	REASON FOR LEAVING
1	From	Starting		
	To	Supervisor Phone Ending		
2	From	Starting		
	To	Supervisor Phone Ending		
3	From	Starting		
	To	Supervisor Phone Ending		
4	From	Starting		
	To	Supervisor Phone Ending		

MAY WE CONTACT YOUR CURRENT EMPLOYER? YES NO IF YES, PLEASE PROVIDE PHONE NUMBER: _____

REFERENCES

List persons other than relatives and former employers.

NAME	ADDRESS	OCCUPATION	PHONE
1			
2			
3			

To facilitate reference checks, please list any other names you have worked under.

IN CASE OF EMERGENCY, NOTIFY:

NAME	ADDRESS	RELATIONSHIP	PHONE

QUESTIONNAIRE

PLEASE ANSWER THE FOLLOWING QUESTIONS. FEEL FREE TO ELABORATE WHEN APPLICABLE.

DESCRIBE YOUR RETAIL OR OTHER CUSTOMER SERVICE EXPERIENCE.

DO YOU HAVE EXPERIENCE SUPERVISING OR TRAINING OTHERS? IF YES, DESCRIBE.

WHAT WAS YOUR FAVORITE THING TO LEARN IN THE JOBS YOU'VE HAD IN THE PAST?

WHAT ARE YOUR STRONGEST QUALITIES? WHAT PRAISE HAVE YOU RECEIVED FROM FORMER EMPLOYERS?

WHAT CRITICISM HAVE YOU RECEIVED FROM FORMER EMPLOYERS? HOW DID YOU WORK ON IMPROVING?

DESCRIBE THE WORK HABITS OR SKILLS YOU HAVE THAT YOU THINK MAY APPLY TO WORKING AT HPB.

WHAT TYPES OF BOOKS, MOVIES OR MEDIA ARE YOU MOST INTERESTED IN?

WHAT ASPECTS OF WORKING AT HALF PRICE BOOKS MOST APPEAL TO YOU?

ARE THERE HOURS OR DAYS YOU ARE NOT AVAILABLE TO WORK? IF YES, PLEASE LIST:

IMPORTANT

Engaging in a business or regular activity, such as buying or selling books, magazines, paper collectibles or recorded media, on the Internet or by other means, which would put you in direct competition with Half Price Books, Records, Magazines, Incorporated is a conflict of interest. If you are involved in a business selling any of these types of merchandise and you become an employee of Half Price Books, you will be given a period of four weeks from your date of hire to cease operation of the business.

I certify that the answers given to the questions and the statements made (including statements on the attached resume, and inserted forms, if any) on this application and in the hiring process are true. I understand that a false statement, a false answer, an omission, or a misleading statement may result in a decision not to hire me, the withdrawal of any offer of employment, or the termination of my employment with Half Price Books regardless of when such false, misleading, or erroneous information is discovered.

I understand that if hired, my employment with Half Price Books will be "at will" and that my employment may be terminated at any time with or without cause and with or without notice. I understand that no representative of the Company has any authority to make any assurances, representations or promises contrary to the "at-will" nature of my employment unless it is in writing signed by an authorized officer of Half Price Books. I understand that I may terminate my employment with or without cause.

I authorize Half Price Books or its agents to investigate my references and communicate with my former employers concerning my employment unless specifically stated otherwise in this application. I authorize all individuals, schools, and employers named, and all financial institutions, law enforcement agencies, and all persons except as specifically limited on this application to provide information requested about me.

I further understand that the completion of an application with Half Price Books is a preliminary step to employment. It does not obligate Half Price Books to offer employment to me, or for me to accept employment. I further acknowledge that if offered employment, any offer of employment may be a conditional offer of employment pending successful completion of a drug screening and/or criminal background check. Any consideration of the background check will be tailored to the requirements of the job.

FOR ARIZONA APPLICANTS: THE SMOKE-FREE ARIZONA ACT, A.R.S. § 36-601.01, PROHIBITS SMOKING IN PLACES OF EMPLOYMENT AND WITHIN 20 FEET OF ALL ENTRANCES, OPEN WINDOWS, OR VENTILATION SYSTEMS.

SIGNATURE OF APPLICANT

DATE