



BookPeople is the largest independent bookstore in Texas. From our beginnings in 1970 as a small new-age bookstore in West Campus called Grok Books to our current downtown location, we have always strived to be a space for the free exchange of ideas. During our more than forty year history, we have gained national recognition and become an iconic Austin destination.

Our slogan is “a community bound by books,” and we pride ourselves in expressing our individuality and diversity through staff curation and impeccable customer interaction. Our diversity is demonstrated not only by our voices in the store but by the books on our shelves. Our number one asset is our employees, whose knowledge, enthusiasm, and expertise are invaluable. We are known not only for our ability to help Austin readers find what they want to read now but also identify what they want to read next.

BookPeople is a busy and innovative place to work. We host over 400 events in the store and around the city each year, including author appearances, book clubs, literary camps, school book fairs, storytimes, and local literary workshops. We pride ourselves in being Austin’s bookstore and look for every opportunity to engage with the Austin community through our work in schools and with local non-profits.

Please complete the following application and turn it in at the Customer Service desk at the front of the store. We receive a high volume of applications and therefore cannot contact every applicant personally. However, we do keep applications on file for a year and reference them during the hiring process.

Included with the application is an essay portion. We encourage applicants to take the opportunity to be creative and tell us why you feel you’d be a good fit for BookPeople.

We thank you for your enthusiasm and your interest in joining the team. We look forward to seeing your application and to meeting you in person.

Sincerely,
BookPeople

BookPeople Application

Today's date_____

Personal Information

Name_____

Pronoun: he/him she/her they/them or:_____

Address_____City_____

State_____Zip_____Telephone_____

Email_____Are you age 18 or older? Yes No

Are you a U.S. Citizen? Yes No If no, work permit #_____

Referred by_____

Employment Desired

Date you can start_____ Are you applying for full time or part time

How many hours per week?_____ Are you willing to work evenings? Yes No

Weekends? Yes No

Holidays? Yes No

Please note: Shifts begin as early as 8am and end as late as 12am. If you have any special scheduling requirement which must be considered, please let us know here:

Position desired (*please circle more than one*):

Bookseller Receiving Children's Book Sales Gifts

Tech Accounting Events Coffeehouse Holiday Temp.

Are you currently employed? Yes No

May we contact your present employer? Yes No

Education

High School Attended _____ Location _____
No. of years completed ____ Did you graduate? Yes No Degree/Field of Study _____

College attended _____ Location _____
No. of years completed ____ Did you graduate? Yes No Degree/Field of Study _____

Trade/Business/Correspondence School _____ Location _____
No. of years completed ____ Did you graduate? Yes No Degree/Field of Study _____

Other Information

Do you have any physical limitations that would prevent you from performing daily duties associated with the job you are applying for? Yes No

If yes, please explain _____

Other Experience

State any additional information you feel may be helpful to us in considering your application.

What is your definition of 'customer service' and how do you achieve it in your own work?

We want to know about your reading interests. Please list the last four books you have read:

1.) _____ 2.) _____

3.) _____ 4.) _____

Should you be offered a position at BookPeople, in what areas would you be most comfortable making recommendations?

Please briefly list your hobbies and leisure pursuits, not including reading.

General

Special courses or training_____

Experience/Skills related to this position (e.g. bilingual)_____

Employment History (Begin with most recent position)

Name of employer_____

Address & phone_____

Your position_____Starting salary_____Final salary_____

Date employed_____Date left_____Reason for leaving_____

Name of employer_____

Address & phone_____

Your position_____Starting salary_____Final salary_____

Date employed_____Date left_____Reason for leaving_____

Name of employer_____

Address & phone_____

Your position_____Starting salary_____Final salary_____

Date employed_____Date left_____Reason for leaving_____

If you have bookstore, retail or restaurant experience that is not listed, please tell us where and what you liked / disliked about it._____

References (Please do not use friends or family members)

Name _____ Phone or Email _____

Association _____ Years known _____

Name _____ Phone or Email _____

Association _____ Years known _____

Name _____ Phone or Email _____

Association _____ Years known _____

Do you have any questions or comments about BookPeople? _____

BookPeople is a busy bookstore. We're open long hours and shifts can be tiring as well as stressful. Working in a bookstore the size of BookPeople requires stamina, patience, and self-motivation. Given the large number of applications we receive please distinguish yourself by expressing why **you** should be considered. Write an essay, compose a song or paint a picture - we encourage you to be creative!

I certify that the information provided is true and correct.

Signature _____ Date _____