

Application For Employment

An Equal Opportunity Employer



PERSONAL: (Please Print)

Name: _____ Date: _____
Last First Middle Initial

Address: _____
No. Street City State Zip Code

Telephone: () _____ Social Security Number: _____

If you are under 18 years of age, could you furnish a work permit?..... ☐ Yes ☐ No

Are you legally eligible for employment in this country? ☐ Yes ☐ No
(Proof of U.S. Citizenship or immigration status will be required upon employment.)

RESTAURANT EXPERIENCE: (Please check any prior restaurant experience)

- | | | | |
|--|---------------------------------------|---|--------------------------------------|
| <input type="checkbox"/> Management | <input type="checkbox"/> Bartender | <input type="checkbox"/> Cook | <input type="checkbox"/> Chef |
| <input type="checkbox"/> Waiter/tress | <input type="checkbox"/> Host/Hostess | <input type="checkbox"/> Bus/Dishwasher | <input type="checkbox"/> Deliveries |
| <input type="checkbox"/> Cashier | <input type="checkbox"/> Catering | <input type="checkbox"/> Banquets | <input type="checkbox"/> Bookkeeping |
| <input type="checkbox"/> Other (Please Specify): _____ | | | |

Position(s) applying for: _____

Have you ever been employed by this Restaurant before?..... ☐ Yes ☐ No

Are you currently employed?..... ☐ Yes ☐ No

Date Available: _____

May we contact your current employer?..... ☐ Yes ☐ No

If a position requires travel, do you have a valid drivers license?..... ☐ Yes ☐ No

Salary Desired: _____

Have you ever been convicted of a felony in the last seven (7) years?..... ☐ Yes ☐ No
(Conviction will not automatically disqualify an applicant from employment.)

If Yes, please explain: _____

List any special skills, experiences, or qualifications which may benefit you in the job for which you are applying: _____

AVAILABILITY - List hours available to work per week:

Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
From	To	From	To	From	To	From	To	From	To	From	To	From	To

☐ Full-Time

☐ Part-Time

EDUCATIONAL BACKGROUND:

	School Name and Address	Years Completed	Diploma Degree	Subjects Studied
High School				
College				
Graduate School				
Trade, Business or Vocational School				

EMPLOYMENT HISTORY: (List the last 3 employers, starting with the last one first. Include any volunteer activities or military experience.)

1. Name and Address of Employer			Telephone
From	To	Job Title	Supervisor
Describe Major Duties: _____			
Reason for Leaving		Starting Salary \$ _____ Per	Final Salary \$ _____ Per

2. Name and Address of Employer			Telephone
From	To	Job Title	Supervisor
Describe Major Duties: _____			
Reason for Leaving		Starting Salary \$ _____ Per	Final Salary \$ _____ Per

3. Name and Address of Employer			Telephone
From	To	Job Title	Supervisor
Describe Major Duties: _____			
Reason for Leaving		Starting Salary \$ _____ Per	Final Salary \$ _____ Per

REFERENCES: (List the names of three persons, not related to you, who have known you for at least two years.)

NAME	ADDRESS	OCCUPATION	PHONE#
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

PRE-EMPLOYMENT STATEMENT:

"I certify that all the information submitted by me on this application form is true and complete. I authorize investigation of all statements contained on this application form and permit this organization to obtain any transcripts, records, or documents pertaining to my education, background, or business experience. I understand that if any false information, omissions, or misrepresentations are discovered, my application may be rejected or if I am employed, my employment may be terminated at any time. If any employment relationship is established, I understand that I retain the right to terminate my employment at any time and that this organization retains the same right. I also understand that my terms of employment can be changed at any time, with or without cause or notice, by this organization. I also understand that I am required to abide by all rules and regulations of this employer."

SIGNATURE: _____ DATE: _____

FOR EMPLOYER USE ONLY - APPLICANT DO NOT WRITE IN THIS SECTIONInterviewed: ☐ Yes ☐ No Interviewer: _____ Date: _____
Remarks/Notes: _____

_____Employed: ☐ Yes ☐ No Job Title: _____
Employment Date: _____ Rate of Pay: _____ Job Status: F.T. P.T. Regular Temporary
Hiring Supervisor: _____ Date: _____