



# APPLICATION FOR EMPLOYMENT

*For employment consideration, this application must be filled out COMPLETELY.  
Please write "N/A" if information is not applicable.  
Resumes, though welcome, should not be submitted in place of this application*

First Name	Middle Initial	Last Name	Social Security No.	Today's Date
Current Address:	Street/P.O. Box	Apt. #	City	State ZIP
Permanent Address:	Street/P.O. Box	Apt. #	City	State ZIP
Day Phone No. ( ) ( )	Evening Phone No. ( ) ( )	Alternate Phone No. ( ) ( )	<input type="checkbox"/> Pager	<input type="checkbox"/> Cell <input type="checkbox"/> Other
For which position are you applying?	<input type="checkbox"/> Server/Cocktail	<input type="checkbox"/> Host	<input type="checkbox"/> Busser	<input type="checkbox"/> Back Waiter
	<input type="checkbox"/> Bartender/Barback	<input type="checkbox"/> Line Cook	<input type="checkbox"/> Dishwasher	<input type="checkbox"/> Prep Cook
Date you can start				
What is the minimum amount of money you need to make? \$ _____/hour    \$ _____/week			<i>Note: Statement of desired salary does not guarantee we will be able to meet your request.</i>	

1. If hired, can you submit documents to prove your legal right to work in the United States?.....  Yes  No
2. Please indicate your age:  Under 16     16-17     18-20     21 or older  
*(Bartenders and Servers require the handling of alcohol)* If hired, can you submit proof of age? .....  Yes  No
3. Have you been convicted of a felony that has not been annulled, expunged or sealed by the court?.....  Yes  No  
(Conviction will not necessarily disqualify an applicant from employment, but will be considered in the context of the entire application and position(s) applied for.)  
**\*California residents only:** You may exclude any marijuana related convictions over two years old. **\*Massachusetts residents only:** An applicant for employment who has a sealed record on file with the commissioner of probation may answer "no record" with respect to an inquiry herein relative to prior arrests, criminal court appearances or convictions. In addition, any applicant for employment may answer "no record" with respect to any inquiry relative to prior arrests, court appearances and adjudications in all cases of delinquency or as a child in need of services which did not result in a complaint transferred to the superior court for criminal prosecution.
4. Some shifts at our restaurant begin as early as 8 AM and end as late as 1 AM.  
Do you have adequate transportation to and from work for the days you are available? .....  Yes  No
5. How many jobs have you held in the last two years?     0     1     2     3     4 or more
6. How many jobs have you been terminated from?     0     1     2     3     4 or more
7. I want to work:     Part-time (10-31 hours/week)     Full-time (32+ hours/week)  
Do you presently have a job that you intend to keep? .....  Yes  No
8. In the table below, please indicate the days you CAN work. **List the earliest and latest times you CAN work.**  
*Please account for travel time to and from other obligations. Being on time for a shift is mandatory from everyone.*

	MON	TUES	WED	THURS	FRI	SAT	SUN
Earliest time in							
Latest time out							

9. Are you able to work all holidays and weekends? .....  Yes  No
10. If you have other obligations, is your schedule flexible so you may come to training? .....  Yes  No
11. Are you in school or taking courses? .....  Yes  No
12. What commitments do you have, or do you anticipate, that may affect your schedule?

(You may omit any information indicating legally protected characteristics such as age, disability, marital status, national origin, race, religion or sex.)

13. We do not permit smoking in the restaurant while on duty. Are you willing to comply? .....  Yes  No
14. We have specific requirements for personal appearance: good general hygiene, no facial jewelry (other than 1 pair earrings), no visible tattoos; and for men, neatly shaven daily (well-groomed mustache is permitted). Are you willing to meet our requirements? .....  Yes  No

15. Do you have previous fine-dining restaurant experience? If yes, how many years? .....  Yes  No  
 16. Have you trained others in the past? Where? .....  Yes  No  
 Do you have any desire to become a trainer? .....  Yes  No

17. Personal References (other than immediate family):

Name	Phone Number	# of years known	Relationship	
1				
2				

18. Education

	Name & Location of School	Major courses/Degree	Last year completed		
High School			9 10 11 12	Diploma <input type="checkbox"/> Yes <input type="checkbox"/> No	Grade Avg.
College/Other			1 2 3 4 5	Degree <input type="checkbox"/> Yes <input type="checkbox"/> No	Grade Avg.

19. Work History (list your last 3 jobs)

	Current or most recent Job	Previous Job	Previous Job
Company Name			
Address			
Position			
Job Duties			
Wine service experience?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Did you handle cash?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Name & Title of Immediate Supervisor			
Phone Number of Immediate Supervisor			
Dates of Employment	_____ TO _____ Month / Year      Month / Year	_____ TO _____ Month / Year      Month / Year	_____ TO _____ Month / Year      Month / Year
Avg. Hours worked per week			
Reason for leaving			
Weekly earnings	\$ _____ \$ _____ Starting      Ending	\$ _____ \$ _____ Starting      Ending	\$ _____ \$ _____ Starting      Ending
May we contact your employer?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

20. Can you perform the essential functions required by the job for which you are applying either with or without reasonable accommodations?.....  Yes  No

**PLEASE READ THE FOLLOWING CAREFULLY AND SIGN BELOW**

I certify that the information provided in this Application, and that I will provide in seeking employment, is true and complete and that I will update any information that changes. I understand that false or misleading information given in this Application or during interviews may result in disqualification from consideration for employment or discharge in the event of employment. I authorize The Company to make such inquiries of me, my references, prior employers and any third party including but not limited to MVA or any court or criminal justice entity it deems appropriate to verify and evaluate my qualifications. I hereby release employers, schools and other persons, institutions, or businesses from all liability in responding to inquiries in connection with this Application for employment. I understand and agree that this application for employment does not create a contract for employment or a guarantee of employment. I understand and agree that if I am hired, my employment is "AT-WILL" which means that my employment is for no definite period of time and either the Company or I may terminate the employment relationship with or without cause at any time, with or without any advance notice. I understand that only the Company's President may change the AT-WILL status of any applicant or employee and may only do so in writing. I understand that any policies or procedures implemented by the Company in the event of my employment do not alter my AT-WILL employment status. I understand that the Company, in its sole discretion, may at any time change its personnel policies and may also change my job description, responsibilities, wages, and benefits.

**I HEREBY ACKNOWLEDGE AND UNDERSTAND THE NOTICE AS DESCRIBED ABOVE AND THAT IF I AM HIRED I WILL BE AN AT-WILL EMPLOYEE.**

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

I UNDERSTAND THAT MY APPLICATION WILL REMAIN ACTIVE FOR 30 DAYS FROM THE DATE RECEIVED. WE ARE AN EQUAL OPPORTUNITY EMPLOYER.

Management Recommendation:  Continue  Discontinue