|  |
| --- |
| ***To be completed by Management*** |
| RECEIVED |  |
| INTERVIEWED |  |
| REF CHECKS |  |
| H / O |  |



**APPLICATION FOR EMPLOYMENT**

***1882 GRILLE and The Barberry*** *are equal opportunity employers, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, disability or national origin.*

|  |  |
| --- | --- |
| Name (First, Last)  | Today’s Date  |
| Current Address  |
| Previous Address E-mail address  |
| Social Security Number  | Home Phone #:  Mobile Phone #:  |
| Position(s) applying for: (Must check specific position listed to be considered) **□** Floor Manager **□** SousChef **□** Kitchen Manager **□** Wine/Bev Manager **□** Server □ Bartender □ Host/Busser □ Server Assistant **□** Line Cook **□** Prep Cook □ Dishwasher □ Catering**□** Administrative/Office (write-in)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_□ Other (write-in) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Did someone refer you to apply for this position? **□** Yes □ No If yes, who?  |
| Are you 18 years of age or older? □ Yes □ No If you are applying for a server or bartender position, do you meet the legal state age requirement to serve alcohol? **□** Yes □ No  | Do you have the legal right to work in the United States? □ Yes □ No *It is the policy of this employer to hire only United States Citizens or individuals authorized to work in the United States. All employees must verify employment eligibility prior to beginning work.*  |
| Date you are available to start employment:How many hours per week do you expect to work? Expected Hourly Rate:  Expected Weekly Earnings:Do you hold other Certifications? (List below) | Do you currently hold a valid Food Handler Card or valid Food Manager Training Certificate? □ Yes □ No If no, are you willing to obtain one immediately?□ Yes □ No Do you currently hold a valid Alcohol Service Permit, or if less than 21 years old, do you hold a current Minor Service Permit? □ Yes □ No If no, are you willing to obtain one immediately, if your position requires it?□ Yes □ No *\*Both a food handler card and an Alcohol Service Permit are required for most positions. All employees must verify they hold valid permits prior to beginning work.* |
| Have you been convicted of a felony, or been incarcerated in connection with a felony, in the past 10 years? A conviction will not necessarily exclude you from employment. **□** Yes □ No*If you answered “Yes,” please explain:* |
| **Work Schedule – Availability** What shifts/hours are you available to work?  (Please list start & end times in each Breakfast, Lunch & Dinner shift box): |
| **Shift**  | **MON**  | **TUES**  | **WED**  | **THUR**  | **FRI**  | **SAT**  | **SUN**  |
| **Breakfast**  |  to |  to  |  to  |  to  |  to  |  to  |   to |
| **Lunch**  |  to |  to  |  to  |  to  |  to  |  to  |   to |
| **Dinner**  |  to |  to  |  to  |  to  |  to  |  to  |  to |
| Are you willing to work a split shift? **□** Yes □ No Are you willing to stay late in an emergency? **□** Yes □ No Are you willing to work holidays / weekends? **□** Yes □ No Is your schedule flexible so you can attend training? **□** Yes □ No  |
| Job Related Skills:I have been told what my job functions will be, including all physical requirements of the job. I have been told that I must be able to lift at least 40 pounds and I am able to perform all necessary functions of the job. \_\_\_\_\_ Yes \_\_\_\_\_ No |
| **Education**  | Name and location of school  | Last year completed  | Courses majored in  | Graduate? List Degrees.  |
| High School  | 9 10 11 12  | Diploma: **□** Yes □ No  |
| College  | 1 2 3 4  |
| Other  |
| **Work History – List your last 3 jobs. Please fill out all information completely.** |
| Current or most recent job:  |
| Company Name: |
| Company Address:  |
| Company Phone Number: |
| Name and Title of Immediate Supervisor |
| Job Title / Position: |
| Dates of Employment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Month/Year to Month/Year  | May we contact this employer? □ Yes □ No Explanation: |
| Rate of Pay: Starting Wage $\_\_\_\_\_\_\_\_\_\_\_\_\_ Ending Wage $\_\_\_\_\_\_\_\_\_\_\_\_  |
| Previous job:  |
| Company Name: |
| Company Address:  |
| Company Phone Number: |
| Name and Title of Immediate Supervisor |
| Dates of Employment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Month/Year to Month/Year  | May we contact this employer? □ Yes □ No Explanation: |
| Rate of Pay: Starting Wage $\_\_\_\_\_\_\_\_\_\_\_\_\_ Ending Wage $\_\_\_\_\_\_\_\_\_\_\_\_   |
| Previous job:  |
| Company Name: |
| Company Address:  |
| Company Phone Number: |
| Name and Title of Immediate Supervisor  |
| Job Title / Position: |
| Dates of Employment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ / \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Month/Year to Month/Year  | May we contact this employer? □ Yes □ No Explanation:  |
| Rate of Pay: Starting Wage $\_\_\_\_\_\_\_\_\_\_\_\_\_ Ending Wage $\_\_\_\_\_\_\_\_\_\_\_\_  |
| **REFERENCES** List below three work related/professional references, not related to you, whom you have known at least one year. Name / Reference’s Position: Company Name / City and State: Phone number: Working relationship with Reference: Years Acquainted: Name / Reference’s Position: Company Name / City and State: Phone number: Working relationship with Reference: Years Acquainted: Name / Reference’s Position: Company Name / City and State: Phone number: Working relationship with Reference: Years Acquainted: ***If you are to be hired by the company, you will be required to attest to your identity and employment eligibility, and to present documents confirming your identity and employment eligibility. You cannot be hired if you cannot comply with these requirements.*****AUTHORIZATION**I certify that the facts contained in this application (and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on the application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the Company.I authorize the Company to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to the Company, without giving me prior notice of such disclosure. In addition, I release the Company, any former employers and all references listed above from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.**I understand and agree that nothing contained in the application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be “at will” and without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of either myself or the Company. No promises regarding employment have been made to me, and I understand that no such promise of guarantee is binding upon the Company unless made in writing.**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE \@ "M/d/yy" 2/20/2015 |