



EMPLOYMENT APPLICATION

Today's Date ____ / ____ / ____ Name: _____

E-mail Address: _____ Nickname: _____

Phone: Daytime (____) _____ Evening (____) _____

Street Address	Apt#	City	State	Zip	How Long?
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Date available for work: ____ / ____ / ____

Desire: Full-time Part-time Seasonal

Position applying for: _____

Would you accept another position if offered? _____

List your availability - include specific times

If so, what? _____

MON	TUES	WED	THURS	FRI	SAT

Pay rate desired: _____

Are you 18 years of age or older? _____ If under 18, can you provide a work permit if required? _____

Can you read at or above a 6th grade level? _____

If hired, can you provide written evidence that you are authorized to work in the U.S.? _____

Do you have a valid driver's license? _____ State License# _____

Do you have reliable transportation to meet any scheduled shift? _____

Can you perform all physical aspects of this job, including the ability to lift 50 lbs? _____

Are you able to work on your feet for extended periods, sometimes more than 8 hours of time? _____

Are you able to work early hours? _____ As early as 2:00 to 4:00 a.m.? _____

Have you been convicted of a crime? _____ Are there currently felony charges against you? _____

If yes to either above, please state date, place & nature of conviction (a conviction does not constitute automatic bar from employment)

Please describe your use of drugs and alcohol:

REFERENCES

Name	Phone# including area code	Occupation	Years Acquainted

EDUCATION

	Name of School & Location	No. of Years Attended	Graduated Yes or No	Major	Degree Rec'd	Verification Phone #
High School						
College						
Tech. Training						
Military Branch		Yrs. From: To:		Rank at discharge	Training Recv.	
Extracurricular Activities						
Other Training Programs Completed						

Still in school? _____ What is your present schedule? _____

What are your favorite courses? _____

What would you really like to be doing with your life right now? _____

EMPLOYMENT HISTORY

Start with your MOST recent position Resume Attached: **Yes** **No**

Dates (mo & yr)	Employers Name & CURRENT Phone	Supervisor's Name & Title	Position - Responsibilities	Salary
Fr				Start
To				End

Reason for Leaving: ___ Resigned ___ Discharged ___ Lay-Off ___ Other: _____

May we contact this employer? ___ yes ___ no If no, please explain: _____

Fr				Start
To				End

Reason for Leaving: ___ Resigned ___ Discharged ___ Lay-Off ___ Other: _____

May we contact this employer? ___ yes ___ no If no, please explain: _____

Fr				Start
To				End

Reason for Leaving: ___ Resigned ___ Discharged ___ Lay-Off ___ Other: _____

May we contact this employer? ___ yes ___ no If no, please explain: _____

GENERAL INFORMATION

How did you get along with your previous bosses? _____ Were you ever treated unfairly? _____

Explain: _____

Have you ever been singled out for any awards/honors/punishment/discipline at any of your old jobs? _____

Explain: _____

What would you tell your previous bosses to help him/her improve their business? _____

If you have not returned to any of these jobs, why not? _____

Did you get along well with your fellow employees? _____ Explain: _____

What did you like most/least about your previous jobs?

Most: _____

Least: _____

Do you understand that bakery/restaurant/catering work involves weekend work / long hours/ early mornings? _____

Do you have a problem with being called at home to work extra shifts? _____

Why would you be a good choice for this position? What special qualities do you have that could benefit us? (Please feel free to use the back of this form)

Applicants are considered for employment without regard to race, religion, color, national origin, sex, age, marital status, sexual orientation, or the presence of any disability unless such disability effectively prevents the performance of the essential duties and functions required of the position.

I certify the information above is complete and accurate to the best of my knowledge. I authorize all concerned to provide this company with all information necessary to verify the statements I have made in this application and I release them from any liability for doing so. I understand that I must receive satisfactory references from previous employers before an offer of employment can be made. Incomplete or unsigned applications will not be considered and that false, incomplete or misleading statements are ground for my immediate discharge. I understand that if hired, my employment would not create an employment contract, but an employment-at-will relationship, by which the company or I may terminate my employment at any time, with or without cause.

Applicant Signature _____

Print Name: _____

Date: _____