

Standard Application for Employment

It is our policy to comply with all applicable state and federal laws prohibiting discrimination in employment based on race, age, color, sex, religion, national origin, disability or other protected classifications.

Please carefully read and answer all questions. You will not be considered for employment if you fail to completely answer all the questions on this application. You may attach a resume, but all questions must be answered.



PERSONAL DATA			
Name (last, first, middle)			
Street Address		City	State Zipcode
Home Telephone Number		Business Telephone Number	Cellphone Number
Date you can start work		Salary Desired	Are you authorized to work in the U.S. on an unrestricted basis? Yes <input type="checkbox"/> No <input type="checkbox"/>
POSITION INFORMATION Check all that you are willing to work			
Hours:	Part Time <input type="checkbox"/>	Days <input type="checkbox"/>	Position hoping to fill:
	Full Time <input type="checkbox"/>	Evenings <input type="checkbox"/>	Nursery <input type="checkbox"/> Kitchen <input type="checkbox"/> Customer Service <input type="checkbox"/>
Have you ever been convicted of a felony? (Convictions will not necessarily disqualify an applicant for employment.) If yes, explain:			Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you been told the essential functions of the job or have you been viewed a copy of the job description listing the essential functions of the job? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Can you perform these essential functions of the job with or without reasonable accommodation?			Yes <input type="checkbox"/> No <input type="checkbox"/>
QUALIFICATIONS Please list any education or training you feel relates to the position applied for that would help you perform the work, such as schools, colleges, degrees, vocational or technical programs, and military training.			
	School Name	Degree	City/State
School			
School			
School			
SPECIAL SKILLS List any special skills or experience that you feel would help you in a position that you are applying for (leadership, organizations/teams, etc.)			
REFERENCES Please list three professional references not related to you, with full name, address, phone number, and relationship. If you don't have three professional references, then list personal, unrelated references.			
Name	Address, City, State	Phone Number	Relationship

WORK HISTORY

Start with your present or best recent employment and work back. Include paid and unpaid positions.



Job Title #1	Start Date	End Date
Company Name	Supervisor	Phone Number
City	State	Zip
Duties:		
Job Title #2	Start Date	End Date
Company Name	Supervisor	Phone Number
City	State	Zip
Duties:		
Job Title #3	Start Date	End Date
Company Name	Supervisor	Phone Number
City	State	Zip
Duties:		

I certify that the facts outlined in this Application for Employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements, omissions, or misrepresentations may result in my dismissal. I authorize the Employer to make an investigation of any of the facts outlined in this application and release the Employer from any liability. The employer may contact any listed references on this application.

I acknowledge and understand that the company is an "at-will" employer. Therefore, any employee (regular, temporary, or another type of category employee) may resign at any time, just as the employer may terminate the employment relationship with any employee at any time, with or without cause, with or without notice to the other party.

Applicant Signature

Date