



FOR MANAGEMENT USE ONLY

INTERVIEWER _____

STATUS 1 2 3 4 5 6 7 / A B C D E F G H I

DATE _____

EVALUATION ATTACHED Yes _____ No _____

APPLICATION FOR EMPLOYMENT

PRE-EMPLOYMENT QUESTIONNAIRE

EQUAL OPPORTUNITY EMPLOYER

NOTICE:
ALL QUALIFIED APPLICATIONS RECEIVE CONSIDERATION FOR EMPLOYMENT WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, AGE, DISABILITY, OR VETERAN STATUS. IF HIRED, MIDTOWN SUNDRIES, AND THE APPLICANT RESERVE THE RIGHT TO TERMINATE EMPLOYMENT AND COMPENSATION WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME.
TO RECEIVE PROPER CONSIDERATION OF THIS APPLICATION, ALL QUESTIONS ON THIS APPLICATION MUST BE ANSWERED.

PERSONAL INFORMATION

DATE: _____

NAME (LAST NAME FIRST) _____

SOCIAL SECURITY No. _____

PRESENT ADDRESS _____ CITY _____ STATE _____ ZIP _____

PERMANENT ADDRESS _____ CITY _____ STATE _____ ZIP _____

PHONE # () _____ REFERRED BY: _____

EMPLOYMENT DESIRED

POSITION _____ DATE YOU CAN START _____ DESIRED SALARY _____

ARE YOU EMPLOYED NOW? Yes _____ No _____.

IF SO, MAY WE INQUIRE WITH YOUR PRESENT EMPLOYER? Yes _____ No _____.

HAVE YOU EVER APPLIED TO THIS COMPANY BEFORE? Yes _____ No _____.

IF YES, WHEN? _____ WHAT LOCATION? _____

GENERAL INFORMATION

FOR THE POSITION YOU ARE APPLYING, WHAT DO YOU THINK YOUR DUTIES WILL BE?

DO YOU HAVE ANY PREVIOUS RESTAURANT EXPERIENCE? Yes _____ No _____ IF YES, DESCRIBE.

DO YOU HAVE ANY BANKING OR MONEY HANDLING EXPERIENCE? Yes _____ No _____ IF YES, DESCRIBE.

JOBS IN THIS RESTAURANT REQUIRE THE ABILITY TO WORK UNUSUAL HOURS, AND MAY REQUIRE YOU NOT TO TAKE LEAVE TIME FOR THE NEXT YEAR. CAN YOU MEET THESE REQUIREMENTS? Yes _____ No _____.

DO YOU HAVE TRANSPORTATION? Yes _____ No _____.

CAN WE REACH YOU AT ANY TIME? Yes _____ No _____.

IF NO, LIST TIMES YOU ARE AVAILABLE: _____

WHAT DO YOU FEEL YOU CAN BEST CONTRIBUTE IF HIRED BY MIDTOWN SUNDRIES? _____

SUBJECTS OF SPECIAL STUDY/SKILLS _____

ARE YOU OVER 18 _____ OR 21 _____ ANSWER Y OR N

EDUCATION HISTORY		
NAME OF SCHOOL & LOCATION	YEARS ATTENDED	DID YOU GRADUATE?
HIGH SCHOOL _____	_____	_____
COLLEGE _____	_____	_____
TRADE/BUS/OTHER _____	_____	_____

FORMER EMPLOYERS (LIST BELOW THE LAST FOUR (4) EMPLOYERS, STARTING WITH THE LAST ONE FIRST).				
DATES		NAME & PHONE #	POSITION/DUTIES	REASON FOR LEAVING
FROM	TO			
____/____/____	____/____/____	_____	_____	_____
____/____/____	____/____/____	_____	_____	_____
____/____/____	____/____/____	_____	_____	_____
____/____/____	____/____/____	_____	_____	_____

PLEASE LIST ANY EXPLANATIONS YOU WISH IN THE LINES BELOW

REFERENCES GIVE BELOW THE NAMES OF THREE (3) PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.			
NAME & PHONE #	ADDRESS	BUSINESS	YEARS KNOWN
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

AUTHORIZATION

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the company from all liability for any damage that may result from utilization of such information.

I also understand and agree that no representative of the company has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized company representative."

Date: _____ Signature _____

DO NOT WRITE BELOW THIS LINE

Comments _____

ARE YOU OVER 18 _____ OR 21 _____ ANSWER Y OR N