EMPLOYMENT APPLICATION

Conditions of employment are stated at the end of this form. Please read carefully before you sign this application. (Application must be completed in full even if attaching a resume.)

Lori's Diner • Sears Fine Food • Golden Gate Grill • US Pay Bill

POSITION APPLIED FOR _____ DESIRED PAY _____

DATE OF APPLICATION _____ DATE AVAILABLE _____

First Name:		AKA:
Last Name:		Referred by:
Current Address:		
Home Phone: ( )	Cell: ( )	Email:

SCHEDULE

Please keep in mind that schedules and shift may vary depending on position, location, and season. Additionally, the hours may vary from week to week, depending on the company needs. Please list only the times/days you are available to work below.

SPECIFY HOURS AVAILABLE DAILY	SUN/DOM	MON/LUN	TUE/MAR	WED/MIER	THU/JUE	FRI/VIER	SAT/SAB
AM							
PM							
Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:							

Are you less than18 years of age? (If yes, you will need to present a work permit.)	YES	NO
Do you have reliable means of transportation?	YES	NO
Do you have a valid driver's license?	YES	NO
Are you legally eligible for employment in the United States? (Proof will be required)	YES	NO
Do you have any family members and/or friends at this company? If so, please list under "Information."	YES	NO
Have you ever been discharged from any employment or asked to resign? If yes, please explain under "information."	YES	NO
Have you ever been convicted of a criminal offense—felony or serious misdemeanor in the last 7 years? If yes, list nature of crimes, when and where convicted and disposition of the case under "Information."	YES	NO
Are you able to perform the essential functions of the job that you are applying for? List any reasonable accommodations needed under "Information."	YES	NO
Are you able to work overtime?	YES	NO
Have you worked at this company before? If yes, provide job title, location and dates of employment under "Information."	YES	NO
Information:		

EDUCATION AND SKILLS

NAME OF SCHOOL	CITY & STATE (COUNTRY IF OVERSEAS)	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
HIGH SCHOOL			
COLLEGE			
OTHER			

Do you have any job related special licenses, certificates or special training? If so, please list under "Special."	YES	NO
Do you have any special skills not listed that are relevant to this position? If so, please list under "Special."	YES	NO
Special:		

EMPLOYMENT HISTORY

Begin with your most recent employment [1] and continue with 7 years of past employment (attach additional sheet if necessary)						
1	EMPLOYER	FROM		TO		JOB TITLE
		MO	YR	MO	YR	
NAME OF COMPANY						DESCRIBE YOUR DUTIES
ADDRESS		STARTING PAY:		$		
TELEPHONE		ENDING PAY:		$		
NAME & TITLE OF IMMEDIATE SUPERVISOR		REASON FOR LEAVING				MAY WE CONTACT YOUR EMPLOYER?
2	EMPLOYER	FROM		TO		JOB TITLE
		MO	YR	MO	YR	
NAME OF COMPANY						DESCRIBE YOUR DUTIES
ADDRESS		STARTING PAY:		$		
TELEPHONE		ENDING PAY:		$		
NAME & TITLE OF IMMEDIATE SUPERVISOR		REASON FOR LEAVING				MAY WE CONTACT YOUR EMPLOYER?
3	EMPLOYER	FROM		TO		JOB TITLE
		MO	YR	MO	YR	
NAME OF COMPANY						DESCRIBE YOUR DUTIES
ADDRESS		STARTING PAY:		$		
TELEPHONE		ENDING PAY:		$		
NAME & TITLE OF IMMEDIATE SUPERVISOR		REASON FOR LEAVING				MAY WE CONTACT YOUR EMPLOYER?

REFERENCES—Give below four (4) business references, which you have known for at least one (1) year

NAME	BUSINESS NAME	PHONE NUMBER/EMAIL	YEARS KNOWN

PLEASE READ CAREFULLY AND SIGN BELOW:

I certify that all answers given by me are true, accurate, and complete. I understand that the falsification, misrepresentation, or omission of fact on this application (or any other accompanying or required documents) will be cause for denial of employment or immediate termination of employment, regardless of when or how discovered. I further certify that I, the undersigned applicant, have personally completed this application.

It is the policy of the company to afford equal opportunity to all employees and applicants for employment without regard to age, race, religion, color, sex, gender bias, national origin, marital status, expunged juvenile records, or pregnancy, and any other characteristics protected by Federal, State, or Local Law.

I authorize the investigation of all statements and information contained in this application. I authorize the references I have listed to disclose to the company any and all letters, reports, and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships, and associations from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure. Applicants may omit any convictions for the possession of Marijuana that are more than two (2) years old, and any information or referral to, and participation in, pretrial or post trial diversion program.

I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the company. In addition, I understand and agree that if I am employed, my employment is at will, for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.

I acknowledge that I have read and understand the above statements and hereby grant permission to confirm the information supplied on this application by me.

_____

Applicant Signature Printed Name Date