



Application For Employment

To Applicant: We appreciate your interest in our company and assure you that we are sincerely interested in your qualifications. A clear understanding of your background and experience will help us in determining the position that best meets your qualifications.

PLEASE PRINT CLEARLY

Personal

Date _____

Name _____ Social Security No. _____
Last First Middle

Present Address _____ Telephone No. _____
No. Street City State Zip

Have you ever worked under another name? Yes No If yes, give name _____

Hours/Days you are available to work: _____ _____ _____
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Position(s) applied for _____ Rate of pay expected \$ _____

Were you previously employed by us? _____ If yes, when? _____

If your application is considered favorable, on what date will you be available for work? _____ 20 _____

Summarize skills, experience, special training which will be of special benefit in the job for which you are applying _____

If employed, can you provide proof of U.S. citizenship or authorization to work in the U.S.? Yes No

Are you at least 21 years of age?* Yes No

* This information is necessary to determine employment eligibility concerning the service of alcohol, in accordance with the Laws of California.

State age if under 18 _____

Have you ever been convicted of any crime other than minor traffic violations?* Yes No

If yes, set forth the nature and dates of the conviction _____

* Conviction does not necessarily disqualify you from employment.

Education

CIRCLE last year completed					Other training or education
Elementary School	5 Frosh.	6 Soph.	7 Jr.	8 Sr.	_____
High School	Frosh.	Soph.	Jr.	Sr.	_____
College					_____

Confidential

Dear Applicant:

State and federal law require this organization to compile summary data on the sex and ethnicity of applicants for employment. For those purposes of statistical analysis only, we are asking you to complete and return this sheet. ***It should be clearly understood that you have the option of supplying or not supplying the information requested below.***

This information, if provided, will neither enhance nor detract from your opportunity for employment with **Alex B-B-Q**. Further, information provided on this form will not become a part of any personnel file, nor will it be made available to those making employment decisions.

Position Applied For: _____ Date: _____

(OVER)

Employment History

List below all present and past employment, beginning with your most recent. **Resumes may NOT be substituted for this information.**

Name of Company	Address	Position Held
Name of Supervisor	Telephone	Type of Business
From Month/Year to Month/Year	Starting/Ending Salary	Reason for Leaving
Describe the Work You Did		

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Name of Supervisor	Telephone	Type of Business
From Month/Year to Month/Year	Starting/Ending Salary	Reason for Leaving
Describe the Work You Did		

May we contact your current employer? Yes No

"I certify that the information contained in this application is complete and correct to the best of my knowledge and understand that falsification or misrepresentation of this information is grounds for immediate dismissal in accordance with **Alex B-B-Q** policy. I authorize the references listed above to give you any and all information concerning my previous employment as well as any pertinent information they may have, personal or otherwise, and release all parties from any and all liability for damage that may result from furnishing information to you. I understand that a more detailed investigation concerning my background may also be conducted and I hereby authorize such an investigation. I understand that nothing contained in this employment application is intended to lead or create an employment contract between **Alex B-B-Q** and myself which would restrict the right of the company to terminate my employment at will. **I understand that Alex B-B-Q maintains a zero tolerance drug and alcohol abuse policy and I agree to abide by these standards,** or face disciplinary action up to and including termination of my employment. I understand that any employee suspected of drug or alcohol abuse will be subject to drug/alcohol testing. In consideration of my employment, I agree to conform to the rules and regulations of Alex B-B-Q and my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at the option of either the Company or myself."

Signature of Applicant _____ Date _____

Confidential (con't)

Ethnicity: _____ American Indian _____ Asian American _____ Black _____ Filipino
 _____ Mexican American _____ Other Spanish Surname _____ Other Non-White _____ White

Sex: _____ Female _____ Male

How Did You Learn About This Vacancy?"

_____ Advertising—which source _____
 _____ Announcement Flyer—where posted _____
 _____ Word of Mouth From a(n) _____ employee of _____
 _____ friend _____ relative _____ other
 _____ None of the Above