



## EMPLOYMENT APPLICATION

Location: Village Tavern & Grill of Carol Stream

Date: \_\_\_\_\_

Position(s) applied for: ( ) Host/Hostess ( ) Server ( ) Bartender ( ) Cook ( ) Dishwasher/Bus ( ) Mgmt.

We are an equal opportunity employer: We are dedicated to a policy of non discrimination in employment on any basis including race, creed, color, age, sex, religion, national origin, political affiliation, disabled or marital status.

Please Print your full name: \_\_\_\_\_

Present Street Address: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Telephone (Home): \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Check One: ( ) Over 21 ( ) Over 18 ( ) 16 With a work permit

I have read or had explained to me the essential requirements of the position for which I have applied. I feel that I am qualified and able to perform this job with a reasonable amount of training.

Have you been convicted of a felony within the last ten (10) years? \_\_\_ No \_\_\_ Yes

If yes, please explain

**EMPLOYMENT REFERENCES – Start with your present or last job**

Dates Employed	Company & Address	Telephone	Contact Person	Salary or Wage	Reason for Leaving?

**REFERENCES MAY BE CHECKED AND VERIFIED**

**The following information will be required upon hire. However, you may fill it out now.**

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of birth: \_\_\_\_\_

Marital Status: \_\_\_\_\_ Sex: ( ) Male ( ) Female Dependents (including yourself): \_\_\_\_\_

In case of emergency, notify (name): \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

**OTHER INFORMATION**

The following are for the purpose of considering your preferences, but do not imply a promise or guarantee.

Are you able to report to work punctually and regularly? ( ) Yes ( ) No

Do you agree (if hired) to work Saturdays, Sundays, and Holidays? ( ) Yes ( ) No

<b>Days</b>	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>	<b>Sat</b>	<b>Sun</b>
<b>Days Available</b>							
<b>Hours Available</b>							
<b>Days Off Desired</b>							

Salary expectations: \_\_\_\_\_ How many hours a week do you want to work? \_\_\_\_\_

If you are considered for employment, on what date will you be available to start? \_\_\_\_\_

Why do you feel you are qualified to perform the work for which you are applying? \_\_\_\_\_

Filing this application does not guarantee that there is an opening available. It does not guarantee that you will be selected for a position that is available. However, your application will be kept on file for a period of time. It will be filed according to the date you applied. If you wish to inquire or update your application, refer to the date you applied.

To be considered for employment you must carefully read the following and sign in the appropriate place. By placing your signature below you will be indicating that you have read and understand these statements and you agree to abide by the statements made.

I certify that all answers to the questions in this application are true and complete to the best of my knowledge. I understand that falsified statements on this application, whenever discovered, in any detail, constitute sufficient cause for disqualification from further consideration for hire or continued employment.

I authorize the Company to make any investigation of employment and authorize any former employer, person, firm, corporation, credit agency, or government agency to give the Company any information they may have regarding me. In consideration of the Company’s review of this application, I release the Company and all providers of information from any liability as a result of furnishing and receiving this information.

I further agree that, if employed, I will conform my conduct to the Company rules and regulations, and that I will not enter into any other employment or engage in any other business which will interfere with my responsibilities as an employee of this Company.

I understand that unless otherwise specifically agreed to in writing, my employment can be terminated with or without cause, and with or without notice, at any time at either the Company’s or my option. I further understand (A) that no personal recruiter, interviewer, or other representative of the company other than the General Manager has any authority to enter into any agreement, for employment during the course of my employment shall not be construed as a contract.

I have completed this application truthfully, without omission, to the best of my ability and I have read and understand the conditions set forth.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**OFFICE USE ONLY**

<b>Date Hired</b>		<b>Hired By</b>	
<b>Start Date</b>		<b>Employment Packet Completed By</b>	