

EMPLOYMENT APPLICATION



WOLFEY'S BISTRO & PUB IS COMMITTED TO EQUAL OPPORTUNITY EMPLOYMENT. CONSISTENT WITH THIS COMMITMENT, APPLICANTS ARE CONSIDERED FOR EMPLOYMENT AND EMPLOYEES ARE TREATED DURING EMPLOYMENT WITHOUT DISCRIMINATION BASED ON AGE, RACE, CREED, COLOR, NATIONAL ORIGIN, GENDER, DISABILITY, MARITAL STATUS, VETERAN STATUS, SEXUAL ORIENTATION, RELIGION, MILITARY STATUS, ALIENAGE OR CITIZENSHIP STATUS OR ANY OTHER CHARACTERISTIC PROTECTED BY APPLICABLE FEDERAL, STATE, OR LOCAL LAW. Please completely fill out this application. Failure to complete all sections may disqualify you from consideration for employment.

DATE OF APPLICATION: _____

NAME: _____

LAST NAME

FIRST NAME

MIDDLE INITIAL

ADDRESS: _____

ADDRESS

CITY

STATE

ZIP

PHONE NUMBER: _____

CELL PHONE: _____

EMAIL ADDRESS: _____

ARE YOU 19 YEARS OF AGE? YES NO IF NOT - BIRTHDATE _____

HAVE YOU BEEN CONVICTED OF ANY CRIMINAL OFFENSE OTHER THAN MINOR TRAFFIC VIOLATIONS

WITHIN THE LAST SEVEN YEARS? Yes No PLEASE NOTE: A record of conviction will not necessarily bar you from employment. A criminal conviction will be considered only in relation to the job for which you are applying. The seriousness and nature of the offense, the time elapsed and rehabilitation will be taken into account. It is only necessary to include convictions that have not been expunged from the records.

HAVE YOU EVER BEEN TERMINATED FROM A JOB? YES NO

If so please explain: _____

POSITION

ARE YOU SEEKING: FULL TIME PART TIME TEMPORARY

WHAT POSITION ARE YOU SEEKING? _____

AVAILABLE TO BEGIN WORK: IMMEDIATELY DATE: _____

AVAILABILITY	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
FROM							
TO							

IF OFFERED THE JOB FOR WHICH YOU ARE APPLYING, ARE YOU ABLE TO PERFORM THE ESSENTIAL DUTIES OF THIS JOB WITH OR WITHOUT REASONABLE ACCOMMODATION? YES NO

EDUCATION & TRAINING

EDUCATIONAL BACKGROUND:

Note: Collegiate and graduate educational history should be submitted only for those institutions accredited by an accrediting agency recognized by the federal or state department of education. If you are unsure of the accreditation of your educational institution, it must be noted on this application. Submitting degrees or coursework from a non-accredited institution will be considered a misrepresentation. Please note that we verify educational background.

SCHOOL NAME CITY, STATE	DEGREE OR DIPLOMA RECEIVED (PLEASE NOTE GED IF APPLICABLE)	MAJOR/STUDIES
High School		
Undergraduate		
Graduate		
Other		

LIST ANY SPECIAL TRAINING RECEIVED THAT MAY BE RELEVANT TO THIS POSITION:

Training/Certificate	Subject	Start Date	Completion Date

EMPLOYMENT HISTORY

LIST YOUR EMPLOYERS, ASSIGNMENTS OR VOLUNTEER ACTIVITIES STARTING WITH YOUR MOST RECENT POSITION. PLEASE EXPLAIN GAPS IN TIME IN EMPLOYMENT HISTORY. PLEASE INDICATE IF YOU WERE EMPLOYED UNDER A DIFFERENT NAME THAN THAT PROVIDED IN THIS APPLICATION. MILITARY EXPERIENCE MAY BE INCLUDED IF YOU OBTAINED SKILLS WHICH WOULD BE HELPFUL IN THE JOB FOR WHICH YOU ARE APPLYING.

IMPORTANT: THIS SECTION MUST BE COMPLETED IN DETAIL EVEN IF ATTACHING RESUME.

HIRE DATE:	END DATE:	JOB TITLE:
EMPLOYER:		IMMEDIATE SUPERVISORS NAME & TITLE:
ADDRESS:		TELEPHONE NUMBER:
May we contact this Employer?	SALARY <i>Start: \$</i> <i>Final: \$</i>	JOB DUTIES:

HIRE DATE:	END DATE:	JOB TITLE:
EMPLOYER:		IMMEDIATE SUPERVISORS NAME & TITLE:
ADDRESS:		TELEPHONE NUMBER:
May we contact this Employer?	SALARY <i>Start:</i> <i>Final:</i>	JOB DUTIES:

CERTIFICATION & AUTHORIZATION

I certify that the information given herein is true and complete to the best of my knowledge. I authorize Wolfey's Bistro and Pub to investigate any information, including my employment history, educational background, credit history and record of criminal convictions that it believes is relevant to my employment application. My current and former employers, educational institutions, and personal references may provide information that they may have about me in response to inquiry from the employer. I understand that any offer of employment by Wolfey's Bistro & Pub is contingent on successful completion of a criminal history and background check. I understand that omitting material fact and/or providing false or misleading information or misrepresentations in my application, resume, or during the interview process may result in a refusal to hire, or discharge in the event of employment. I understand that I shall be required to provide documentation establishing my legal authorization for employment within the first three (3) days of my employment. I understand that if employed, my employment will be at will and I will not have a guarantee of employment for any specific period of time unless otherwise provided in a written employment agreement signed by the Company President and me. Wolfey's Bistro & Pub is an Equal Opportunity Employer, and shall treat all employees and all applicants for employment equally and fairly based upon job related qualifications and in accordance with all applicable local, state and federal laws.

Applicant Signature: _____

Date: _____

FOR MANAGERS USE ONLY:

INTERVIEW: YES NO

INTERVIEW DATE & TIME: _____

HIRED? YES NO

HIRED BY: _____

HIRE DATE: _____

POSITION: _____

PAY RATE: _____