

# APPLICATION FOR EMPLOYMENT MOHAN'S DINING ROOM

PRE-EMPLOYMENT QUESTIONNAIRE / EQUAL OPPORTUNITY EMPLOYER

## PERSONAL INFORMATION

DATE \_\_\_\_\_

NAME \_\_\_\_\_ SOCIAL SECURITY NO. \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
DATE OF BIRTH

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

\_\_\_\_\_(\_\_\_\_\_) \_\_\_\_\_  
PHONE NO. \_\_\_\_\_ REFERRED BY \_\_\_\_\_

ARE YOU OVER 18? YES ( ) NO ( ) IF UNDER 18 DO YOU HAVE WORKING PAPERS? YES ( ) NO ( )

ARE YOU EMPLOYED: YES ( ) NO ( ) MAY WE INQUIRE OF YOUR PRESENT EMPLOYER? YES ( ) NO ( )  
IF SO, NAME AND PHONE NO. \_\_\_\_\_

## EMPLOYMENT DESIRED

POSITION \_\_\_\_\_ DATE YOU CAN START \_\_\_\_\_ SALARY DESIRED \_\_\_\_\_

ARE YOU EMPLOYED: YES ( ) NO ( ) MAY WE INQUIRE OF YOUR PRESENT EMPLOYER? YES ( ) NO ( )  
IF SO, NAME & PHONE # \_\_\_\_\_

EVER APPLIED TO MOHAN'S BEFORE? YES ( ) NO ( ) WHEN \_\_\_\_\_

## AVAILABILITY INFORMATION

FULL TIME/PART TIME \_\_\_\_\_ DAYS YOU CAN WORK - A.M./P.M. \_\_\_\_\_

SCHOOL OR PERSONAL COMMITMENTS \_\_\_\_\_

## EXPERIENCE

LIST ANY PERTINENT RESTAURANT  
EXPERIENCE \_\_\_\_\_

## GENERAL

SUBJECTS OF SPECIAL STUDY/WORK/TRAINING SKILLS \_\_\_\_\_

US MILITARY SERVICE \_\_\_\_\_ RANK \_\_\_\_\_

## EDUCATION

GRAMMAR SCHOOL	YRS. ATTENDED	DID YOU GRADUATE	SUBJECTS STUDIED
HIGH SCHOOL	YRS. ATTENDED	DID YOU GRADUATE	SUBJECTS STUDIED
COLLEGE OR OTHER	YRS. ATTENDED	DID YOU GRADUATE	SUBJECTS STUDIED

## FORMER EMPLOYERS – LIST BELOW STARTING WITH LAST ONE FIRST

FROM/TO YEAR	NAME & ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

## REFERENCES

LIST BELOW THE NAMES OF THREE PERSONS, NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST 1 YEAR.

NAME	ADDRESS & PHONE #	BUSINESS	YEARS KNOWN
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

## AUTHORIZATION

"I CERTIFY THAT THE FACTS OBTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND I 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
_____	_____
DATE	INTERVIEWED BY
_____	_____

NOTES

HIRED	POSITION	START DATE	WAGE
_____	_____	_____	_____