

# Happy Jing Restaurant

## Application for Employment

### **Personal Information:**

Social Security Number: \_\_\_\_\_

Full Legal Name: First: \_\_\_\_\_ Middle \_\_\_\_\_ Last: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Home Address: \_\_\_\_\_

Do you have a Valid Driver's License? \_\_\_ List state & number: \_\_\_\_\_

Are you a citizen of the United States? \_\_\_ Are you legally eligible for employment in the United States? \_\_\_ Can you provide proof of your eligibility for employment? \_\_\_

Referred by: \_\_\_\_\_ Date of Application: \_\_\_\_\_

### **Employment Desired:**

Position(s) applied for: \_\_\_\_\_

Date you are available to start work: \_\_\_\_\_ Salary Desired: \_\_\_\_\_

Have you applied to or worked at Happy Jing before? \_\_\_ If so, when? \_\_\_\_\_

List any relatives or friends employed by this company: \_\_\_\_\_

Are you available for full-time? \_\_\_ or part-time? \_\_\_ employment, or either? \_\_\_\_\_

Availability:	Sunday	Monday	Tuesday	Wedn.	Thursday	Friday	Saturday
From (Time):							
To (Time):							

Do you have current OLCC Server's Permit? \_\_\_ Food Handles's Card? \_\_\_ CPR card \_\_\_

Are you at least 18 years \_\_\_ or 21 years \_\_\_ of age, in order to serve alcohol?

Have you ever been convicted of a felony? \_\_\_ If so, What? When and Where?

Explanation: \_\_\_\_\_

In case of Emergency Notify: Name: \_\_\_\_\_ phone#: \_\_\_\_\_

Relationship: \_\_\_\_\_ Address: \_\_\_\_\_

Please list any special skills, Experience, or qualifications related to the position applied for: \_\_\_\_\_

Former employers company name & address	Your job title & work Duties Please describe in Detail	Dates: (From-to)	Salary & Reason for Leaving:	Supervisor's name & Phone #
1				
2				
3				

<b>Personal References Name:</b>	Relationship:	Occupation:	Phone Number:	Years known

May we contact all employers and references listed in this application? \_\_\_\_\_ If not, explain: \_\_\_\_\_

I certify that the contents of this application are true, correct and complete and that I have not knowingly withheld or falsified any information herein. I understand and agree that the information that I have provided will be verified for accuracy and that if employed and misrepresentation or omissions of a fact is considered cause for my dismissal. I further release Happy Jing restaurant, and any former employers or personal references from any liability arising from the release and transmittal of information given to this employer as a result of investigation of this application and its contents. I understand that applicants are considered for positions without regard to race, color, religion, sex, age, national origin, marital or veteran status, or the presence of a non-job-related medical condition or disability. My signature below certifies that I have read and understand this information and agree to the terms listed above.

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

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