 Employment Application

The King House Restaurant and Bar is an Equal Opportunity Employer and does not discriminate on the basis of race, color, creed, national origin, ancestry, religion, age, citizenship, sex, marital or veteran status, disability or handicap, sexual orientation or any other basis prohibited by applicable law. COMPANY NAME takes affirmative action to employ, and advance in employment, qualified women, minorities and covered veterans. COMPANY NAME also makes reasonable accommodations for qualified individuals with disabilities, in accordance with the Americans With Disabilities Act and applicable state laws.

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| **P****E****R****S****O****N****A****L** | Last Name First Name Middle Initial |
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| Present Address City State Zip |
|  |
| Home Email Address | Telephone # with Area Code |
|  |  |
| Position Desired | Salary Desired | Willing to Travel? |
| ❑ Full-Time ❑ Part-Time |  | ❑ Yes ❑ No |
| Are you at least 18 years or older? Yes No If not, will you be able to obtain the necessary working papers? ❑ Yes ❑ No |
| Do you currently have unrestricted authorization to work for any employer in the U.S.? ❑ Yes ❑ NoWill you need sponsorship? ❑ Yes ❑ No |
| **E****M****P****L****O****Y****M****E****N****T** | List current or most recent employer first. Please note that base salary does not include bonus, commission, benefits, overtime, or other salary incentives. Identify all periods of time during which you were employed or attending school (e.g., military service). Please account for your entire employment history (including volunteer positions). Attach additional sheets of paper, if necessary. |
| 1 | Name of Employer | Hire Date | Date Left |
|  |  |  |
| Your Position | Starting Base Salary |
|  |  |
| Supervisor’s Name & Title | Supervisor’s Telephone Number | Current/Last Base Salary |
|  |  |  |
| Reason for Leaving | Overtime/Bonus/Commission/ETC |
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| May we contact your current employer? ❑ Yes ❑ No If no, your current Employer will only be contacted with your consent or after you have given notice of resignation. |
| 2 | Name of Employer | Hire Date | Date Left |
|  |  |  |
| Your Position | Starting Base Salary |
|  |  |
| Supervisor’s Name & Title | Supervisor’s Telephone Number | Current/Last Base Salary |
|  |  |  |
| Reason for Leaving | Overtime/Bonus/Commission/ETC |
|  |  |
| 3 | Name of Employer | Hire Date | Date Left |
|  |  |  |
| Your Position | Starting Base Salary |
|  |  |
| Supervisor’s Name & Title | Supervisor’s Telephone Number | Current/Last Base Salary |
|  |  |  |
| Reason for Leaving | Overtime/Bonus/Commission/ETC |
|  |  |
| 4 | Name of Employer | Hire Date | Date Left |
|  |  |  |
| Your Position | Starting Base Salary |
|  |  |
| Supervisor’s Name & Title | Supervisor’s Telephone Number | Current/Last Base Salary |
|  |  |  |
| Reason for Leaving | Overtime/Bonus/Commission/ETC |
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| **E****D****U****C****A****T****I****O****N** | SCHOOLS (e.g., high school, college, etc.) | NAME AND LOCATION | AREAS OF STUDYMajor(s) / Minor(s) | # of years completed | Did you Graduate | Degree Awarded |
|  |  |  |  | ❑ Yes❑ No |  |
|  |  |  |  | ❑ Yes❑ No |  |
|  |  |  |  | ❑ Yes❑ No |  |

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| **R****E****F****E****R****E****N****C****E****S** | REFERENCE NAME | RELATIONSHIP | TELEPHONE | EMAIL |
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| Professional Licenses Held or Pursuing (specify): | Designations Held or Pursuing (specify): |
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| Relevant Office Skills/Software: | Language Proficiencies (read/speak/write): |
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| How did you hear about us? | Referring Employee: |
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| *This information will be used for job placement purposes, consistent with applicable law.* |

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| Have you ever been convicted of or have you pleaded guilty to a felony or misdemeanor (exclude minor traffic offenses or convictions which have been sealed or expunged)? (Note: Applicants in **California** should not include any convictions for marijuana possession that occurred more than two years prior to the date of application or for misdemeanors for which probation has been successfully completed or otherwise discharged and the case has been judicially dismissed pursuant to Penal Code 1203.4 [2 CA ADC 7287.4(d)].) (Note: Applicants in **Connecticut** should not include records that have been erased, including: a) records pertaining to a finding of delinquency or that a child was a member of a family with service needs, b) an adjudication as a youthful offender, c) a criminal charge that has been dismissed or nulled, d) a criminal charge for which a person has been found not guilty, or e) a conviction for which a person received an absolute pardon. Be advised that anyone in Connecticut whose criminal records are erased shall be deemed to have never been arrested and may so swear under oath. [C.G.S.A. sec. 31-51i]) (Note: Applicants in **Georgia** should not include any convictions under the First Offenders Act where the court, upon verdict or plea of guilty of nolo contendere, but before an adjudication of guilt, defers further proceeding and places the offender on probation or sentences the offender to a term of confinement.) (Note: Applicants in **Hawaii** should not respond to this question until they receive a conditional offer of employment.) (Note: In addition to the above exclusions, applicants in (Note: Applicants in **Massachusetts** and **the City of Philadelphia** should not respond to this question) (Note: Applicants in **New Hampshire** should not include any information relating to a conviction that has been annulled by the Court.) (Note: Applicants in **New York** should not include any information relating to a youthful offender adjudication. [NY Exec. Law sec. 296]) (Note: Applicants in **Utah** should only include information related to felonies that are job related. [UT ADC R606-2]) (Note: Applicants in the state of **Washington** should not include any information on convictions which either do not reasonably relate to job duties or where the date of conviction or date of prison release, whichever date is later, occurred more than ten years prior to the date of application. [WA ADC 162-12-140])❑ Yes ❑ NoIf yes, please provide the nature of the crime, where and when you were convicted, the disposition of the case, and other relevant facts you feel should be considered: |
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| \*A conviction record will not necessarily be a bar to employment. This information will be used only for job-related purposes and only to the extent consistent with applicable law. |

***The Minnesota Personnel Records Statute requires that job applicants and active employees be notified that employees have the following rights:***

* the right to review their personnel record upon written request, made in good faith, once every six months;
* the employer must make the record, or an accurate copy, available for review during normal hours at the employee's place of employment or at another reasonably nearby location, but need not make the record available during the employee's actual working hours;
* the employer may require that the review be made in its presence or the presence of its designee;
* after the review and upon the employee's written request, the employer is required to provide a copy, at no charge, of the record to the employee;
* if the employee disputes specific information contained in the record, and agreement is not reached to remove or revise the disputed information, the employee may submit a written statement, not exceeding five pages, identifying the disputed information and explaining the employee's position, which then must be included as part of the personnel record;
* the employer may not retaliate against employees for asserting their rights under the Personnel Records Statute;
* if the employer violates the Personnel Records Statute, the employee may bring a civil action to compel compliance and for actual damages, plus costs;
* if the employer retaliates against an employee, the individual may bring a civil action for actual damages, back pay, reinstatement or other make-whole, equitable relief, plus reasonable attorney's fees.

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| **Read each of the statements carefully and affirm that you understand and consent to them by signing at the bottom of the page. Please date your signature.**False Application: False answers or omissions to questions or false statements or omissions made on this application, during interviews or in your resume, or in supplement thereto, including, but not limited to, with respect to duties, responsibilities, job title, education or salary and bonus information, may invalidate your application or, if you are hired, may be grounds for discharge from employment.Handbooks, Manuals, Policies, Procedures, Benefits, Etc.: The Company may, at its sole discretion, hold in abeyance or revoke, amend or modify, abridge or change any benefit, policy, procedure, practice, condition, or process affecting employees. Descriptions of these that may be contained in any handbook, manual, policy, and the like are for informational purposes and are not intended to be, nor should they be construed to constitute, an employment contract, an offer of initial or continuing employment, or a promise or a guarantee made by the Company.Immigration Reform and Control Act (IRCA): This federal law prohibits the employment of unauthorized aliens and further requires that, if you are hired, COMPANY NAME verify your identity and your authority to work in the United States on a Form I-9, even if you are a U.S. citizen. This must be done within three days from when you begin employment. You are responsible for obtaining and providing the documentation required to perform the verification. Failure to provide required information will result in termination of employment. [Information concerning the verification procedure and requirements is available upon request.]Employment is “At Will”: Employment at COMPANY NAME is for an indefinite and unspecified duration. If you are hired, you may leave employment at will, and the Company may discharge you or any or all other employees at any time, without notice, and for any reason not prohibited by law. The preceding sentence may not be changed or superseded by any oral or written statement, Company manual, policy, or benefit plan, and may only be changed or superseded by: 1) A special written agreement specifying in detail the duration and terms of your employment, which has been executed by you and an executive corporate officer of COMPANY NAME or 2) A written, formal restatement of the employment relationship by the Chairman or President of the Company. The Company disavows any oral or any other written statements to the contrary, and you should not now or in the future rely on any such statements with respect to your employment. |
| Applicant’s Signature | Date |
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