

# WAYNEBROOK INN

RESTAURANT • TAVERN • HOTEL & GUEST SUITES • BANQUETS

## Application for Employment

Date \_\_\_\_\_  
Last name \_\_\_\_\_ First name \_\_\_\_\_ Middle name \_\_\_\_\_  
Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
Telephone \_\_\_\_\_ Social Security # \_\_\_\_\_  
Email Address \_\_\_\_\_ Date of Birth \_\_\_\_\_

Are you a U.S. citizen or otherwise authorized to work in the U.S.  Yes  No

Have you ever been convicted of a felony?  Yes  No

If yes, please describe conditions. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Employment Desired

Position applied for \_\_\_\_\_

Date you can start \_\_\_\_\_

Desired starting salary \_\_\_\_\_

How did you hear of this opening? \_\_\_\_\_

Have you ever applied for employment here?  Yes  No

When? \_\_\_\_\_ Where? \_\_\_\_\_

Have you ever been employed by this company?  Yes  No

When? \_\_\_\_\_ Where? \_\_\_\_\_

Are you presently employed?  Yes  No

May we contact your present employer?  Yes  No

Are you available for full-time work?  Yes  No

Are you available for part-time work?  Yes  No

Please list applicable skills \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Employment History (Start with most recent employer)**

Company Name \_\_\_\_\_

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

Date Started \_\_\_\_\_ Starting Wage \_\_\_\_\_ Starting Position \_\_\_\_\_

Date Ended \_\_\_\_\_ Ending Wage \_\_\_\_\_ Ending Position \_\_\_\_\_

Name of Supervisor \_\_\_\_\_

May we contact?  Yes  No

Responsibilities \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Company Name \_\_\_\_\_

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

Date Started \_\_\_\_\_ Starting Wage \_\_\_\_\_ Starting Position \_\_\_\_\_

Date Ended \_\_\_\_\_ Ending Wage \_\_\_\_\_ Ending Position \_\_\_\_\_

Name of Supervisor \_\_\_\_\_

May we contact?  Yes  No

Responsibilities \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Company Name \_\_\_\_\_

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

Date Started \_\_\_\_\_ Starting Wage \_\_\_\_\_ Starting Position \_\_\_\_\_

Date Ended \_\_\_\_\_ Ending Wage \_\_\_\_\_ Ending Position \_\_\_\_\_

Name of Supervisor \_\_\_\_\_

May we contact?  Yes  No

Responsibilities \_\_\_\_\_

Reason for leaving \_\_\_\_\_

**Military Service**

Branch \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge \_\_\_\_\_

Type of Discharge \_\_\_\_\_

If other than honorable, explain \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Education**

	School Name and Location	Year	Degree	Did you graduate?
High School	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
College	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
College	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
Post-College	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other Training	_____	_____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No

In addition to your work history, are there are other skills, qualifications, or experience that we should consider?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**References**

List three references

Name \_\_\_\_\_ Phone \_\_\_\_\_ Years Known \_\_\_\_\_

Address \_\_\_\_\_

Company \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_ Years Known \_\_\_\_\_

Address \_\_\_\_\_

Company \_\_\_\_\_ Relationship \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_ Years Known \_\_\_\_\_

Address \_\_\_\_\_

Company \_\_\_\_\_ Relationship \_\_\_\_\_

**Please Read Before Signing:**

I certify that all information provided by me on this application is true and complete to the best of my knowledge and that I have withheld nothing that, if disclosed, would alter the integrity of this application.

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