POSITION APPLIED FOR
DATE

APPLICATION FOR EMPLOYMENT

(Please answer all questions)

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

FOR OFFICE USE ONLY
DATE STARTED
EMPLOYEE NUMBER
DEPARTMENT Kitchen Bar Dining Room Other

NOTICE: Applicant should read the following information carefully before filling out any of the questions on this form. We are an equal opportunity employer and fully subscribe to the principles of equal opportunity. It is our policy to seek and employ the best qualified personnel in all positions without regard to race, color, religion, age, sex, disability, national origin or any other basis made unlawful by either state or federal law. It is our policy to comply with all federal and state employment statues. Information requested on this application will not be used for any purpose prohibited by law.

CONTACT INFORMATION (please print or type)

_____

Name: Last First Middle

_____

Present Address

Phone (_____) _____ Email Address _____

Are you 18 years old or older? ❑ Yes ❑ No If not, state date of birth _____/ _____ /_____

If under age 16, how many hours per week are you employed elsewhere? _____hours

Have you had any name changes in order to verify job or education history? ❑ Yes ❑ No Previous Name_____

Are you authorized to work in the U.S.? ❑ Yes ❑ No

Position applied for_____ Date you can start _____/_____ /_____ Salary desired _____

Are you applying for ❑ Full Time ❑ Part Time ❑ Temporary ❑ Days Only ❑ Nights Only ❑ Days/Nights

How did you hear about this position?_____

EDUCATION

	Name and Address of School	Grade or Degree Completed	Graduate	
			Yes	No
High School				
College or University				
Others (Specify) ex. food safety courses, responsible alcohol				
Military Service Schools Attended				

Military Service Record	Veteran ❑ Yes ❑ No	Branch	From: (Date)	To: (Date)	Highest Grade

PLEASE CHECK THE KIND OF WORK YOU HAVE DONE:

- ❑ Barista
- ❑ Bartender
- ❑ Bookkeeper
- ❑ Bus Person
- ❑ Carver
- ❑ Cashier
- ❑ Chef
- ❑ Cook
- ❑ Counter
- ❑ Dietitian
- ❑ Dishwasher
- ❑ Food Runner
- ❑ Host
- ❑ Manager
- ❑ Pastry Chef
- ❑ POS
- ❑ Prep Cook
- ❑ Salad
- ❑ Sandwiches
- ❑ Sous Chef
- ❑ Social Media
- ❑ Wait Staff
- ❑ Wait Staff-Formal Service
- ❑ Wait Staff-Casual Service

–CONTINUED ON REVERSE SIDE–

Previous Employment

(List below your last employers, starting with most recent first)

Employer____ Dates Employed ______________
Work Phone (_____) ________________ Pay Rate: $________________ to $ ________________
Address ____________________________ City ____________________ State _____Zip ________
Supervisor's Name and Title_________________________________ May we contact them? ❑ Yes ❑ No
Your Position__________________________ Reason for Leaving ________________________
Duties Performed ____

Employer____ Dates Employed ______________
Work Phone (_____) ________________ Pay Rate: $________________ to $ ________________
Address ____________________________ City ____________________ State _____Zip ________
Supervisor's Name and Title_________________________________ May we contact them? ❑ Yes ❑ No
Your Position__________________________ Reason for Leaving ________________________
Duties Performed ____

Employer____ Dates Employed ______________
Work Phone (_____) ________________ Pay Rate: $________________ to $ ________________
Address ____________________________ City ____________________ State _____Zip ________
Supervisor's Name and Title_________________________________ May we contact them? ❑ Yes ❑ No
Your Position__________________________ Reason for Leaving ________________________
Duties Performed ____

Employer____ Dates Employed ______________
Work Phone (_____) ________________ Pay Rate: $________________ to $ ________________
Address ____________________________ City ____________________ State _____Zip ________
Supervisor's Name and Title_________________________________ May we contact them? ❑ Yes ❑ No
Your Position__________________________ Reason for Leaving ________________________
Duties Performed ____

Are there any job duties that you would be unable to perform? ______________________________

Is there anything we could do to accommodate you so you could perform all the required job duties? ______________

Have you ever applied to this company before? ❑ Yes ❑ No If yes, where?____________________When? __________

IN CASE OF EMERGENCY NOTIFY – (NAME, ADDRESS, PHONE) RELATIONSHIP, IF ANY:

____

____

1. I authorize investigation of all statements contained in this application.
2. I understand that misrepresentation or omission of facts called for is cause for dismissal and that my employment is substantially dependent on truthful answers to the forgoing inquiries.
3. I have read these statements and answers to these inquiries. ❑ Yes ❑ No

Date_______________ Signature ____

WISCONSIN RESTAURANT ASSOCIATION

A service of Wisconsin Restaurant Association