alexanders CAFÉ

AN EQUAL OPPORTUNITY EMPLOYER

# APPLICATION FOR EMPLOYMENT

**In order for you to be considered for employment, this application must be filled out in its ENTIRETY. Resumes, though certainly welcome, should not be submitted in lieu of information requested below.**

## GENERAL

*PLEASE PRINT*

Date: _____
Month Date Year

Name: _____ Date of Birth: / /
First Middle Last

Address: _____
Street City State Zip

Day Phone Number: ( ) - Evening Phone Number: ( ) -

Can you be reached by telephone on a daily basis? YES ☐ NO ☐

For what position are you applying? (SPECIFIC POSITION MUST BE LISTED FOR THIS APPLICATION TO BE CONSIDERED.)

☐ Server ☐ Host ☐ Bartender ☐ Busser / Service Ass't
☐ Line Cook ☐ Prep Cook ☐ Dishwasher/Utility

How many shifts and hours would you like to work each week? _____ # of shifts _____ # of hours

Why are you interested in a job with us? _____

What do you like best about working in a high volume restaurant? _____

What do you like least about working in a high volume restaurant? _____

## WORK SCHEDULE AVAILABILITY

What shifts/hours are you available to work? We have shifts from 6:00 AM to 11:00 PM. (Please list hours in each AM/PM box).

| SHIFT | MON | TUES | WED | THUR | FRI | SAT | SUN |
|---|---|---|---|---|---|---|---|
| AM | to | to | to | to | to | to | to |
| PM | to | to | to | to | to | to | to |

How many hours per week are you available? _____

If hired, when are you available to begin? _____

We many train on days that you have other obligations. With adequate notice, are you willing to reschedule so that you can come to training? YES ☐ NO ☐

Do you have any plans or schedule obligations in the near future that conflict with your start date or schedule listed above? YES ☐ NO ☐

If yes, please list the dates: _____

Due to business needs, would you be willing to stay past your scheduled time? YES ☐ NO ☐

Do you have reliable means of transportation? YES ☐ NO ☐

## EDUCATION

Are you in school or taking classes? YES ☐ NO ☐ If yes, when do you finish/graduate? _____

| | Name and location of school | Last year completed | Courses majored in | Graduate? List Degrees. |
|---|---|---|---|---|
| High School | | 9 10 11 12 | | Diploma: ☐ Yes ☐ No |
| College | | 1 2 3 4 | | |
| Other | | | | |

## WORK EXPERIENCE

**(List most recent three employers)**

| Please fill out all information completely. | | | |
|---|---|---|---|
| | Current or Most Recent Job | Previous Job | Previous Job |
| Company Name | | | |
| Company Address | | | |
| Company Phone Number | | | |
| Name and Title of Immediate Supervisor | | | |
| Job Title / Position | | | |
| Dates of Employment | _____ / _____ Month/Year to Month/Year | _____ / _____ Month/Year to Month/Year | _____ / _____ Month/Year to Month/Year |
| Reason for Leaving | | | |
| May we contact this employer? | ☐ Yes ☐ No | ☐ Yes ☐ No | ☐ Yes ☐ No |
| Rate of Pay | $_____ Starting Wage $_____ Ending Wage | $_____ Starting Wage $_____ Ending Wage | $_____ Starting Wage $_____ Ending Wage |

Are you currently employed? YES ☐ NO ☐ If yes, how much notice do you need to give your present employer? _____

Have you ever been involuntarily terminated from a job? YES ☐ NO ☐ If yes, what were the circumstances? _____

If hired, can you submit documents to prove your legal right to work in the United States? YES ☐ NO ☐

Have you been convicted of a felony in the past (7) years that has not been annulled or sealed by a court? YES ☐ NO ☐

If yes, please explain:_____

Are you presently or have you even been employed by Alexander's Café, The Village Squire, or Rookie's All-American Pub & Grill? YES ☐ NO ☐

If yes, please list the location(s) and dates of employment:_____

Were you referred to Alexander's Café? YES ☐ NO ☐ If yes, by who? _____

**I AFFIRM THAT ALL INFORMATION IN THIS APPLICATION IS TRUE AND COMPLETE. ANY MISREPRESENTATION, FALSE STATEMENT, OR OMISSION OF FACTS CALLED FOR SHALL BE GROUNDS FOR REFUSAL OF EMPLOYMENT OR IF HIRED, DISMISSAL FROM EMPLOYMENT. I UNDERSTAND THAT ANY VIOLATION OF COMPANY RULES, POLICIES, STANDARDS, AND/OR PROCEDURES SHALL BE GROUNDS FOR DISMISSAL. I AGREE TO CONFORM TO THE RULES, POLICIES, STANDARDS, AND REGULATIONS OF THIS ESTABLISHMENT. I UNDERSTAND THAT MY EMPLOYMENT IS THAT OF EMPLOYMENT-AT-WILL AND COMPENSATION CAN BE TERMINATED WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME AT THE OPTION OF MY EMPLOYER OR MYSELF, AND I UNDERSTAND THAT NO REPRESENTATIVE OF THE COMPANY HAS THE AUTHORITY TO MAKE ANY MODIFICATIONS, EITHER VERBALLY OR IN WRITING TO THE CONTRARY.**

IT IS THE POLICY OF THE KARAS RESTAURANT GROUP AND ITS AFFILIATES TO HIRE ONLY U.S. CITIZENS AND ALIENS WHO ARE LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES. ALL EMPLOYEES WILL BE ASKED TO VERIFY EMPLOYMENT ELIGIBILITY PRIOR TO BEGINNING WORK.

DATE _____ SIGNATURE OF APPLICANT _____

*I UNDERSTAND THAT MY APPLICATION WILL REMAIN ACTIVE FOR 30 DAYS FROM THE DATE RECEIVED.*