



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 herein.

WE ARE AN EQUAL OPPORTUNITY EMPLOYMENT COMPANY. WE ARE DEDICATED TO A POLICY OF NON-DISCRIMINATION IN EMPLOYMENT ON ANY BASIS INCLUDING RACE, CREED, COLOR, AGE, SEX, RELIGION OR NATIONAL ORIGIN; OR PHYSICAL HANDICAP.

(PLEASE PRINT)

DATE _____

PERSONAL INFORMATION

NAME _____
LAST FIRST MIDDLE

PRESENT ADDRESS _____
STREET CITY STATE ZIP

PERMANENT ADDRESS _____
STREET CITY STATE ZIP

PHONE NO. _____ Are you able to provide proof of eligibility to work in the United States? _____

REFERRED BY: _____

EMPLOYMENT DESIRED

POSITION _____ DATE YOU CAN START _____ SALARY DESIRED _____

ARE YOU EMPLOYED NOW? _____ IF SO MAY WE INQUIRE OF YOUR PRESENT EMPLOYER? _____

EVER APPLIED TO THIS COMPANY BEFORE: YES _____ NO _____ DATE _____

EDUCATION	NAME AND LOCATION OF SCHOOL	YEARS ATTENDED	GRADUATED	SUBJECT STUDIED
GRAMMAR SCHOOL				
HIGH SCHOOL				
COLLEGE				
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL				

SUBJECT OF SPECIAL STUDY OR RESEARCH WORK _____

(CONTINUED ON OTHER SIDE)

APPLICATION FOR EMPLOYMENT

(Continued)

FORMER EMPLOYERS (LIST BELOW YOUR LAST THREE EMPLOYERS, STARTING WITH LAST ONE FIRST.)

	Current or Most Recent Employer	Previous Employer	Previous Employer
Name of Employer			
Address/Location			
Phone Number:			
Supervisor's Name:			
Dates of Employment:	From: To:	From: To:	From: To:
Position held:			
Description of Duties.			
Hourly Pay Rate			
Average hrs/wk			
Reason for leaving.	_____	_____	_____
May we contact this employer?			

REFERENCES: GIVE BELOW THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.

NAME	ADDRESS AND PHONE	TYPE OF BUSINESS	YEARS ACQUAINTED

I hereby authorize and request any and all of my former employers and any other person, firm or corporation to furnish any and all information concerning my credit-worthiness and personal background and I hereby release each such employer or other person, firm or corporation from any and all liability by reason of furnishing the requested information. **I understand that in connection with this application, a consumer report and / or an investigative consumer report may be requested whereby information is obtained through personal interviews with my neighbors, friends or associates or with others with whom I am acquainted or who may have knowledge with respect to my character, general reputation, personal characteristics and mode of living, and hereby authorize the procurement of any such report. I understand that, upon my request, I have the right to know if any such report was requested and, if so, the name and address of the consumer reporting agency that furnished such report and in the case of a consumer investigative report, that I may inspect and receive a copy of such report by contacting such agency. I also understand that I have the right to receive a complete and accurate disclosure of the nature and scope of the information requested if I request such disclosure within a reasonable period of time.**

I understand that if employed: 1) any misrepresentation or omission of facts requested in this application is cause for dismissal; and 2) my employment is for no definite period and I may, regardless of the date of payment of my wages and salary, be terminated at any time without prior notice.

DATE _____ SIGNATURE OF APPLICANT _____

FOR OFFICE USE ONLY

COMPLETED BY	DATE	REMARKS	
NEATNESS		CHARACTER	
PERSONALITY		ABILITY	
HIRED PART-TIME For: كـ Kitchen FULL TIME Waitstaff Other	POSITION	SALARY or WAGES	Report for 1 st shift
	_____	\$ _____ / _____	Day/Date: _____ Time: _____
1. _____	2. _____	Will report to Accounting to be checked in:	Day/Date: _____ Time: _____
Approved - Signature of DEPT. HEAD		Approved GENERAL MANAGER	



ADDITIONAL EMPLOYMENT APPLICATION INFORMATION

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 herein.

Do you have experience as a waiter or waitress in Food? ___ Cocktail? ___ Banquet? ___

Are you over 18 years of age? _____ Are you over 21 years of age? _____

Do you have any medical conditions that may affect your work or attendance? _____ If "yes", reason:

Do you have arrangements for child care? _____

Do you have your own transportation? _____ Do you have reliable transportation? _____

Is there any reason why you could not work split shifts on a regular basis? _____ If "yes", reason:

Is there any reason why you could not work weekends on a regular basis? _____ If "yes", reason:

Is there any reason why you could not work some Sundays and some Holidays? _____ If "yes", reason:

Is there any reason why you could not be on time and ready to work every shift? _____ If "yes", reason:

Are you attending school or college? _____ What is your schedule? _____

What shifts/hours are you REGULARLY UNAVAILABLE? _____

Reason(s)? _____

Have you ever been convicted of or received deferred adjudication on a felony charge? _____.

In the last 5 years, have you been convicted of or received deferred adjudication for any violation(s) of law, including moving traffic violations? _____.

If your answer is "yes" to either question, on the back of this page explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation.

A conviction may not disqualify you from employment, but a false statement or omission will.

Have you ever been involuntarily terminated or asked to resign from any position of employment? _____

If "yes", please describe circumstances: _____

U.S. MILITARY OR NAVAL SERVICE	RANK	PRESENT MEMBERSHIP IN NATIONAL GUARD OR RESERVES

I understand that this sheet is a part of my application for employment and that if employed: 1) any misrepresentation or omission of facts requested in this application is cause for dismissal; and 2) my employment is for no definite period and I may, regardless of the date of payment of my wages and salary, be terminated at any time without prior notice.

_____ Date

_____ Signature of Applicant



Amarillo Club Pre- Employment Questionnaire

Name _____

Position(s) for which you are interested _____

		Circle one			
		Always	Most of the time	Sometimes	Never
1.	Do you smile when you meet and talk with people?	1	2	3	4
2.	Do you greet people as soon as you see them?	1	2	3	4
3.	Do you call people by name?	1	2	3	4
4.	Are you a friendly and helpful person?	1	2	3	4
5.	Do you give the impression that you enjoy life?	1	2	3	4
6.	Do you feel you have a good sense of humor?	1	2	3	4
7.	Are you generous with praise?	1	2	3	4
8.	Do you look for the bad rather than the good in people?	1	2	3	4
9.	Are you considerate of others' feelings	1	2	3	4
10.	Do you try to be negative rather than positive when expressing yourself?	1	2	3	4
11.	Do you respond positively to critical feedback?	1	2	3	4
12.	Are you patient with people?	1	2	3	4
13.	Are you willing to commit to the high standards of excellence required to become a member of the Amarillo Club's Team?	1	2	3	4
14.	Why do you feel that you are the best candidate for this position?				

Comments: Please use reverse if you would like to comment on any of your responses.

Signature _____ Date _____ Time _____ Phone Number (Day) _____

Address _____ City, State, Zip _____ Phone Number (Night) _____

- *We will contact you if you are selected to return for an interview.*
- *Please make sure a staff member initials receipt of this form.*

Received by _____