



Employment Application Form

(Please print and complete all sections)

Applicant Information

Name (Last, First) _____

Home Phone: _____ Cell: _____

Email Address: _____

Street Address: _____

City, State, Zip Code: _____

Best way to contact you: Home Phone Cell Email

Are you eligible to work in the United States? Yes No

Employment Positions

Position(s) applying for: _____

Reference Number (if applicable): _____

How did you hear about this position?

Internet Posting. Please specify: (Craig's List, etc) _____

Newspaper, trade magazine. Please specify: _____

Other. Please specify: _____

Days/Hours Available

Monday: Hours Available: from _____ to _____

Tuesday: Hours Available: from _____ to _____

Wednesday: Hours Available: from _____ to _____

Thursday: Hours Available: from _____ to _____

Friday: Hours Available: from _____ to _____

Saturday: Hours Available: from _____ to _____

Sunday: Hours Available: from _____ to _____

Are you available to work overtime? Yes No

If hired, would you have transportation to/from work? Yes No

If hired, on what date can you start working? ____ / ____ / _____ (MM/DD/YYYY)

Hourly Wage desired: \$ _____

Personal Information:

Have you ever applied to or worked for this Company? Yes No

If yes, please explain (include date[s]): _____

Do you have any friends, relatives, or acquaintances working for this Company ?

Yes No If yes, state name & relationship: _____

Education, Training and Experience

For each level of schooling, please give the school name, the city and state, your major subject, the degree earned, and the year you graduated.

High School:

College or

University: _____

Graduate School:

Military Services:

Employment History

Are you currently employed? Yes No

If you are currently employed, may we contact your current employer? Yes No

Please describe past and present employment positions, dating back five years. Please account for all periods of unemployment. If you have a resume, please attach one to this Application. **Even if you have attached a résumé, this section must be completed.**

Name of Employer: _____

Name of Supervisor: _____

Telephone Number: _____

Business Type/Industry: _____

Address: _____

City, State, Zip: _____

Dates of Employment: _____

Position & Duties: _____

Reason for Leaving: _____

May we contact this employer for references? Yes No

Name of Employer: _____

Name of Supervisor: _____

Telephone Number: _____

Business Type/Industry: _____

Address: _____

City, State, Zip: _____

Dates of Employment: _____

Position & Duties: _____

Reason for Leaving:

May we contact this employer for references? Yes No

Name of Employer: _____

Name of Supervisor: _____

Telephone Number: _____

Business Type/Industry: _____

Address: _____

City, State, Zip: _____

Dates of Employment: _____

Position & Duties: _____

Reason for Leaving:

May we contact this employer for references? Yes No

We Are an Equal Opportunity Employer

The RED TABLE Huntington Harbour is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Applicants requiring reasonable accommodation in the application and/or interview process should notify a representative of the Company.

References

Please list three people who have knowledge of your recent work performance.

Reference #1

Name: (First, Last): _____

Telephone Number: _____

Address: _____

City, State, Zip: _____

Email Address: _____

Company: _____

Title: _____

Years Acquainted: _____

Reference #2

Name: (First, Last): _____

Telephone Number: _____

Address: _____

City, State, Zip: _____

Email Address: _____

Company: _____

Title: _____

Years Acquainted: _____

Reference #3

Name: (First, Last): _____

Telephone Number: _____

Address: _____

City, State, Zip: _____

Email Address: _____

Company: _____

Occupation/Title: _____

Years Acquainted: _____

Certification

I certify that I have not knowingly withheld any information that might affect my chances for hiring; and that to the best of my knowledge and ability the answers given by me are true and correct. I understand that any omission (including any misstatement) of material fact on this application or on any document used to secure this employment can be grounds for rejection of my application or, if I am employed by the **RED TABLE** Huntington Harbour, can be terms for my immediate termination from the company. _____ (*Initial*)

I understand that if I am hired, I will be an employee “at-will” and thus my employment can be terminated at any time either with or without prior notice, and by either me or the **RED TABLE** Huntington Harbour _____ (*Initial*)

I authorize the **RED TABLE** Huntington Harbour to check and verify my references, record of employment, education record, and any other information I have provided. Unless otherwise noted, I authorize the references I have listed to disclose any information related to my work record and my professional experiences with them, without giving me prior notice of such disclosure. In addition, I release the **RED TABLE** Huntington Harbour, my former employers & all other persons and entities, from any & all claims, demands or liabilities arising out of or in any way related to such examination or revelation. _____ (*Initial*)

I certify that information contained in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above.

Applicant's Signature: _____ **Date:** _____

Human Resources Use Only:

Received by: _____ **Date:** _____

Interviewer: _____ **Date:** _____