

**EMPLOYMENT APPLICATION**

Theo's Pizza & Catering (this "Company") is an equal opportunity employer and fully subscribes to the principles of Equal Employment Opportunity. It is the policy of this Company to provide employment, compensation and other benefits related to employment based on qualifications without regard to race, color, religion, national origin, age, sex, veterans status, disability, or any other basis prohibited by federal or state law. As an equal opportunity employer, this Company intends to comply fully with all federal and state laws and the information requested on this application will not be used for any purpose prohibited by law.

**PLEASE PRINT PLAINLY – BE SURE TO CAREFULLY READ AND SIGN** Date: \_\_\_\_\_

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_ Other: \_\_\_\_\_

Have you ever been employed by this company?  Yes  No If yes, when? \_\_\_\_\_ In what capacity? \_\_\_\_\_

Who referred you to this Company?  Ad  Job Service  Friend/Relative  Employment Agency  No one

Names of friends or relatives currently employed with this Company:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

**EMPLOYMENT DESIRED**

Position (s) applied for: \_\_\_\_\_  full time  part time  other \_\_\_\_\_

What days and hours are you available? \_\_\_\_\_

Date available to start: \_\_\_\_\_ Salary requirement: \_\_\_\_\_

**EMPLOYMENT HISTORY** Please give accurate and complete information. Start with present or most recent employer.

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Employed from: \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

Position/Responsibilities: \_\_\_\_\_ Hourly Pay: Start \$ \_\_\_\_\_ Last \$ \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Employed from: \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

Position/Responsibilities: \_\_\_\_\_ Hourly Pay: Start \$ \_\_\_\_\_ Last \$ \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Address: \_\_\_\_\_ Employed from: \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

Position/Responsibilities: \_\_\_\_\_ Hourly Pay: Start \$ \_\_\_\_\_ Last \$ \_\_\_\_\_

**REFERENCES** May we communicate with your present employer?  Yes  No

List three people (no relatives) you have worked with that you do not live with and whom we may contact for a reference:

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**PERSONAL DATA**

Are you a United States Citizen, or do you have an entry permit which allows you to lawfully work in the U.S?  Yes  No

Are you at least 18 years old?  Yes  No

Are you between 16 and 18 years old?  Yes  No

Are you under 16?  Yes  No

Have you ever been convicted of a crime?\*  Yes  No

\*A conviction will not necessarily disqualify you from employment. It will be considered only as it relates to the job you are seeking.

If you answered yes to the question above, please list the dates of the conviction (s), the prosecuting agency and the offenses:

\_\_\_\_\_  
\_\_\_\_\_

**EDUCATION**

	Name/Location of School	# Years completed	Graduation Date	Course of Study/Degree
High School:	_____	_____	_____	_____
College:	_____	_____	_____	_____
Other:	_____	_____	_____	_____

List any special skills or qualifications which you feel are relevant to the job for which you are applying:

\_\_\_\_\_

**MILITARY SERVICE**

Branch \_\_\_\_\_ Duties \_\_\_\_\_ Years served from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

Did you receive any specialized training?  Yes  No If yes, please describe: \_\_\_\_\_

Please CAREFULLY read the following statement BEFORE you sign your name:

"I HEREBY CERTIFY that the answers given to me to the questions and statements on this employment application are true and correct and hereby authorize this Company to contact references, past or present employers, unless noted, persons, schools, law enforcement agencies and any other source of information which may be relevant to my application for employment.

It is understood and agreed that any misrepresentation, false statement, or omissions by me in this application will be sufficient reason for the rejection of my application or for my dismissal at any time during my employment without liability to this Company.

I further understand that no representative of this Company has the authority to enter into any agreement for employment for any specific period of time and that this Company is not guaranteeing employment for anyone. No employment contract is created by virtue of my being hired by this Company. I understand that any employment offered is for an indefinite duration and at will, and that either I or this Company may terminate my employment at any time, with or without cause.

I understand that this application will remain on file for 30 days for consideration. After 30 days, if I am still interested in a position with this Company, it will be necessary for me to complete a new application form."

SIGN HERE: \_\_\_\_\_ DATE: \_\_\_\_\_