



# POLONEZ RESTAURANT

## Employment Application

- Please complete this application by typing or printing in ink. INCOMPLETE or UNSIGNED applications will not be accepted.
- We are an equal opportunity employer. We do not discriminate on the basis of race, religion, color, sex, age, national origin marital status, or disability.
- Do you need an accommodation to participate in the application or interview process? Yes \_\_\_\_\_ No \_\_\_\_\_

<b>APPLICANT INFORMATION</b>							
Last Name	First	M.I.	Date				
Street Address			Apartment/Unit #				
City		State		ZIP			
Phone			E-mail Address				
In the table below, please indicate your availability for work.							
	<b>SUN</b>	<b>MON</b>	<b>TUES</b>	<b>WED</b>	<b>THURS</b>	<b>FRI</b>	<b>SAT</b>
Earliest Time In							
Latest Time Out							
Date Available		Social Security No.		Desired Salary			
Position Applied for			Desired Wage				
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	
If hired, can you submit proof of legal age to work in this W?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Are you of legal age to serve alcohol in WI?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain				
Have you ever been convicted of any crime, excluding convictions that have been sealed, expunged or legally eradicated? (**Conviction will not necessarily disqualify from employment. Factors such as the age and time of the offense, seriousness and nature of the violation, and rehabilitation will be considered when making any employment decisions.) If you answer "yes" please explain the circumstances surrounding such offense, including place, name of court, etc.					YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Have you read the job description for the position of interest?					YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Do you understand the requirements?					YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Can you perform the essential functions required by the job either with or without reasonable accommodations?					YES <input type="checkbox"/>	NO <input type="checkbox"/>	
					YES <input type="checkbox"/>	NO <input type="checkbox"/>	
<b>EDUCATION</b>							
		Name & Location	Degree/Major	GPA	Graduated (Yes/No)		
High School							
College/Other							
College/Other							



# POLONEZ RESTAURANT

## Employment Application

### REFERENCES

*Please list three professional references.*

Full Name	Relationship
Company	Phone (    )
Address	
Full Name	Relationship
Company	Phone (    )
Address	
Full Name	Relationship
Company	Phone (    )
Address	

### PREVIOUS EMPLOYMENT

Company	Phone (    )	
Address	Supervisor	
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference?      YES <input type="checkbox"/> NO <input type="checkbox"/>		
Company	Phone (    )	
Address	Supervisor	
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference?      YES <input type="checkbox"/> NO <input type="checkbox"/>		
Company	Phone (    )	
Address	Supervisor	
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving
May we contact your previous supervisor for a reference?      YES <input type="checkbox"/> NO <input type="checkbox"/>		



# POLONEZ RESTAURANT

## Employment Application

Company		Phone (    )	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
If more space is needed, kindly attach additional information.			
<b>MILITARY SERVICE</b>			
Branch		From	To
Rank at Discharge		Type of Discharge	
If other than honorable, explain			

<p>Polonez Restaurant is smoke-free, drug-free work place. Smoking of tobacco products on restaurant's property including near the entries into the building in not permitted. Smoking of any controlled substance, carrying, Consuming, purchasing, selling or distributing illegal drugs is not permitted and is cause for immediate termination.</p>	
<p>The information that you provide on this application is subject to verification. Falsification or misrepresentation may disqualify you from consideration for employment or, if hired, may be grounds for termination at a later date. Do you want to be informed before we contact your present employer? Yes: ___ No: ___</p> <p>With my signature below (typed or written), I certify that all information on this and all attached pages is true, correct and completed to the best of my knowledge and contains no willful falsification or misrepresentations. I authorize all former employers to release job-related information they may have about me and I release all person or companies from any liability or responsibility for providing such information.</p> <p>I hereby acknowledge and understand that notice as described above and that if I am hired I will be an at-will employee.</p>	
Signature	Date