

# APPLICATION FOR EMPLOYMENT

**OFFICE USE:**

Michie Tavern CA. 1784  
683 Thomas Jefferson Parkway  
Charlottesville VA 22902  
(434)977-1234

**PLEASE PRINT**

Position(s) Applied For		Date of Application	
How Did You Learn About Us? Ad _____ Agency <input type="checkbox"/> Website Friend <input type="checkbox"/> Relative <input type="checkbox"/> Walk-In Other _____			
Last Name		First Name	Middle Name
Address		City	State Zip Code
Telephone Number(s)		E-mail Address:	

**JOB HISTORY (Begin with current or most recent)**

<b>COMPANY:</b>	<b>Dates Employed</b>	
<b>ADDRESS:</b>	From	To
	<b><u>Describe Work Performed</u></b>	
<b>JOB TITLE:</b>		
<b>SUPERVISOR AND PHONE:</b>	<b><u>Reason for Leaving</u></b>	

<b>COMPANY:</b>	<b>Dates Employed</b>	
<b>ADDRESS:</b>	From	To
	<b><u>Describe Work Performed</u></b>	
<b>JOB TITLE:</b>		
<b>SUPERVISOR AND PHONE:</b>	<b><u>Reason for Leaving</u></b>	

<b>COMPANY:</b>	<b>Dates Employed</b>	
<b>ADDRESS:</b>	From	To
	<b><u>Describe Work Performed</u></b>	
<b>JOB TITLE:</b>		
<b>SUPERVISOR AND PHONE:</b>	<b><u>Reason for Leaving</u></b>	

Are you currently employed?  YES  NO On what date would you be eligible to work? \_\_\_\_\_

May we contact your present employer?  YES  NO May we contact your past employer(s)?  YES  NO

Applicant's signature and Date \_\_\_\_\_ Over for page 2

If you are applying for seasonal position, are you available to work through October?  YES  NO

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? YES  NO

***Proof of citizenship or immigration status will be required upon employment.***

If you are under 18 years of age, can you provide required proof of your eligibility to work?  YES  NO

Do you have two required forms of identification in order to complete your paperwork?  YES  NO

Have you been convicted of a felony within the last 7 years?  YES  NO

*Conviction will not necessarily disqualify an applicant from employment.*

If yes, please explain \_\_\_\_\_  
\_\_\_\_\_

### EDUCATION

HIGH SCHOOL \_\_\_\_\_ YEARS \_\_\_\_\_

COLLEGE \_\_\_\_\_ YEARS \_\_\_\_\_

OTHER \_\_\_\_\_

Describe any specialized training, apprenticeship, job related skills and/or extra-curricular activities.

Name at least three things about yourself that you consider assets.

State any additional information you feel may be helpful to us in considering your application.

### REFERENCES:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

I certify that answers given herein are true and complete to the best of my knowledge and that in the event of false or misleading information given may result in discharge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

*Signature of applicant and date*

Emergency contact person

\_\_\_\_\_  
Phone