



# APPLICATION FOR EMPLOYMENT

In order for you to be considered for employment, this application must be filled out COMPLETELY. Please write "N/A" if information is not applicable. Résumés, though welcome, should not be submitted in place of the information requested below.

**PLEASE PRINT**

First Name	Middle Initial	Last Name	Social Security No.	Today's Date
Current Address:	Street/P.O. Box	Apt. #	City	State ZIP
Permanent Address:	Street/P.O. Box	Apt. #	City	State ZIP
Day Phone No. (    )	Evening Phone No. (    )	Alternate Phone No. (    ) <input type="radio"/> Pager <input type="radio"/> Cell <input type="radio"/> Other		
For which position are you applying?	<input type="radio"/> Server/Cocktail	<input type="radio"/> Host	<input type="radio"/> Busser	<input type="radio"/> Back Waiter
	<input type="radio"/> Bartender/Barback	<input type="radio"/> Line Cook	<input type="radio"/> Dishwasher	<input type="radio"/> Prep Cook
What is the minimum amount of money you need to make? \$/hour _____ \$ _____/week		Note: Statement of desired salary does not guarantee we will be able to meet your request.		
<b>Date you are available for employment:</b>				

1. Are you presently or have you ever been employed by Fleming's or an affiliated restaurant group?..... Yes  No  
If yes, list restaurant: \_\_\_\_\_ Location: \_\_\_\_\_ Manager's Name: \_\_\_\_\_
2. If hired, can you submit documents to prove your legal right to work in the United States?..... Yes  No
3. Please indicate your age:  Under 16  16-17  18-20  21 or older (Some positions such as Bartenders and Servers require the handling of alcohol.) If hired, can you submit proof of age? ..... Yes  No
4. \*Have you been convicted of a felony that has not been annulled, expunged or sealed by the court?..... Yes  No  
(Conviction will not necessarily disqualify an applicant from employment, but will be considered in the context of the entire application and position(s) applied for.)  
**\*California residents only:** You may exclude any marijuana related convictions over two years old.  
**\*Massachusetts residents only:** An applicant for employment who has a sealed record on file with the commissioner of probation may answer "no record" with respect to an inquiry herein relative to prior arrests, criminal court appearances or convictions. In addition, any applicant for employment may answer "no record" with respect to any inquiry relative to prior arrests, court appearances and adjudications in all cases of delinquency or as a child in need of services which did not result in a complaint transferred to the superior court for criminal prosecution.
5. Some shifts at our restaurant begin as early as 8 AM and end as late as 1 AM. Do you have adequate transportation to and from work for the days you are available?..... Yes  No
6. How many jobs have you held in the last two years?             1     2     3     4 or more
7. How many jobs have you been terminated from?             0     1     2     3     4 or more
8. I want to work:         Part-time (10-31 hours/week)         Full-time (32+ hours/week)  
Do you presently have a job that you intend to keep? ..... Yes  No
9. In the table below, please indicate the days you **CAN** work. **List the earliest and latest times you CAN work.**  
Please account for travel time to and from other obligations. Being on time for a shift is mandatory from everyone.

	MON	TUES	WED	THURS	FRI	SAT	SUN
<b>Earliest time in</b>							
<b>Latest time out</b>							

10. Are you able to work all holidays and weekends? ..... Yes  No
11. We may conduct training on days, or at times, you have other obligations.  
Is your schedule flexible so you may come to training? ..... Yes  No
12. Are you in school or taking courses? ..... Yes  No
13. What commitments do you have, or do you anticipate, that may affect your schedule? \_\_\_\_\_  
*(You may omit any information indicating legally protected characteristics such as age, disability, marital status, national origin, race, religion or sex.)*
14. We do not permit smoking in the restaurant while on duty. Are you willing to comply?..... Yes  No
15. We have specific requirements for personal appearance: good general hygiene, no facial jewelry (other than 1 pair earrings), no visible tattoos; and for men, neatly shaven daily (well-groomed mustache is permitted).  
Are you willing to meet our requirements? ..... Yes  No
16. Do you have previous fine-dining restaurant experience? If yes, how many years?\_\_\_\_\_ ..... Yes  No

17. Have you trained others in the past? Where? \_\_\_\_\_  Yes  No  
Do you have any desire to become a trainer? \_\_\_\_\_  Yes  No

18. If offered a position with Fleming's, how long would you plan to remain with us? \_\_\_\_\_

19. Personal References (other than immediate family):

Name	Phone Number	Number of years known	Relationship
1.			
2.			

20. Education

Name and Location of School	Dates Attended	Last Year Completed	Major/Specialty	Degree Received
High School	(Please leave blank)	grade 9 10 11 12	(Please leave blank)	
College/Other	From _____ / _____ Month Year To _____ / _____ Month Year			

21. Work History (List your last 3 jobs.)

	Current or Most Recent Job	Previous Job	Previous Job
Company Name			
Address			
Position			
Job Duties (please describe)			
Front of the House: Wine service experience?	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Did you handle cash?	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Name and Title of Immediate Supervisor			
Phone Number of Immediate Supervisor			
Dates of Employment	_____/_____/_____ to ____/____/_____ Month Year Month Year	_____/_____/_____ to ____/____/_____ Month Year Month Year	_____/_____/_____ to ____/____/_____ Month Year Month Year
Usual # of Hours Worked per Week			
Reason for Leaving			
Weekly Earnings	\$ _____ \$ _____ Starting Ending	\$ _____ \$ _____ Starting Ending	\$ _____ \$ _____ Starting Ending
May we contact your employer?	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

22. Have you read the Realistic Job Preview?.....  Yes  No

Do you understand the job requirements?.....  Yes  No

23. Can you perform the essential functions required by the job for which you are applying either with or without reasonable accommodations?.....  Yes  No

**PLEASE READ THE FOLLOWING CAREFULLY AND SIGN BELOW**

I certify that the information provided in this Application, and that I will provide in seeking employment, is true and complete and that I will update any information that changes. I understand that false or misleading information given in this Application or during interviews may result in disqualification from consideration for employment or discharge in the event of employment. I authorize Fleming's to make such inquiries of me, my references, prior employers and any third party including but not limited to MVA or any court or criminal justice entity it deems appropriate to verify and evaluate my qualifications.

I hereby release employers, schools and other persons, institutions, or businesses from all liability in responding to inquiries in connection with this Application for employment. I understand and agree that this application for employment does not create a contract for employment or a guarantee of employment. I understand and agree that if I am hired, my employment is "AT-WILL" which means that my employment is for no definite period of time and either Fleming's or I may terminate the employment relationship with or without cause at any time, with or without any advance notice. I understand that only Fleming's President may change the AT-WILL status of any applicant or employee and may only do so in writing.

I understand that any policies or procedures implemented by Fleming's in the event of my employment do not alter my AT-WILL employment status. I understand that Fleming's, in its sole discretion, may at any time change its personnel policies and may also change my job description, responsibilities, wages, and benefits.

**I HEREBY ACKNOWLEDGE AND UNDERSTAND THE NOTICE AS DESCRIBED ABOVE AND THAT IF I AM HIRED I WILL BE AN AT-WILL EMPLOYEE.**

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

I UNDERSTAND THAT MY APPLICATION WILL REMAIN ACTIVE FOR 30 DAYS FROM THE DATE RECEIVED. FLEMING'S IS AN EQUAL OPPORTUNITY EMPLOYER.

**Management Recommendation:**  Continue  Discontinue \_\_\_\_\_ Manager \_\_\_\_\_ Sous Chef