



Royal Fork Buffet

# Crew Application

An Equal Opportunity Employer

Each section and question must be fully and accurately answered. No action will be taken on an incomplete application. Please exclude any information that discloses that you are a member of a protected class. This application is current only for thirty (30) days, at the conclusion of which time, if you have not heard from us and still wish to be considered for employment, it will be necessary for you to fill out a new application.

## Personal Information

Full Name (print) \_\_\_\_\_  
First Middle Last  
Present Address \_\_\_\_\_  
Number & Street  
Phone # ( ) \_\_\_\_\_ Cell # ( ) \_\_\_\_\_  
City State Zip Code E-Mail Address \_\_\_\_\_

Are you 18 years or older?  Yes  No If not, what is your date of birth? \_\_\_\_\_

Have you ever been convicted of a felony or misdemeanor?  Yes  No If yes, please explain. A conviction record will not necessarily be a bar to employment, and factors such as age at the time of the offense, seriousness and nature of the violation and rehabilitation will be taken into account. \_\_\_\_\_

## Availability

Total hours available per week \_\_\_\_\_ Position or shift applied for \_\_\_\_\_

Please indicate the time you are available each day.

Day	Sun.	Mon.	Tue.	Wed.	Thurs.	Fri.	Sat.
From							
To							

Your hours may vary from week to week and occasionally you may be asked to stay late, leave early or come in on your day off.

Do you have a dependable way to get to work?  Yes  No

Are you capable of performing, with or without reasonable accommodation, the essential functions of the job or occupation for which you have applied?  Yes  No

What prompted you to apply at Royal Fork?  Walk-in  Referred by: \_\_\_\_\_

Newspaper ad  Inside sign  Other, please specify: \_\_\_\_\_

## Education

Name and address of last school attended or school presently attending: \_\_\_\_\_

Date Left: \_\_\_\_\_

Circle last year completed: High School - 1 2 3 4 College - 1 2 3 4 Other \_\_\_\_\_

Job related special training and/or skills \_\_\_\_\_

# Work History

Company \_\_\_\_\_ From \_\_\_\_\_  
Address \_\_\_\_\_ To \_\_\_\_\_  
City /State \_\_\_\_\_ Phone: \_\_\_\_\_  
Position \_\_\_\_\_ Salary \_\_\_\_\_ Supervisor \_\_\_\_\_  
List of duties \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

Company \_\_\_\_\_ From \_\_\_\_\_  
Address \_\_\_\_\_ To \_\_\_\_\_  
City /State \_\_\_\_\_ Phone: \_\_\_\_\_  
Position \_\_\_\_\_ Salary \_\_\_\_\_ Supervisor \_\_\_\_\_  
List of duties \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

Company \_\_\_\_\_ From \_\_\_\_\_  
Address \_\_\_\_\_ To \_\_\_\_\_  
City /State \_\_\_\_\_ Phone: \_\_\_\_\_  
Position \_\_\_\_\_ Salary \_\_\_\_\_ Supervisor \_\_\_\_\_  
List of duties \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

# References

Three persons known at least one year, excluding relatives and employers:

Name	Address	Phone	Occupation	Years Known
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

I understand that this employment application and any other company documents are not contracts of employment and that any individual who is hired may voluntarily leave employment or may be terminated by the employer at any time for any or no reasons. I understand that any oral or written statements to the contrary are hereby expressly disavowed and should not be relied upon by any prospective or existing employee.

This Employment Application is used to notify me that the nature and scope of an investigation, if one is conducted, could include such general identification information as residence verification, and, as applicable, information concerning my employment, education, general reputation, character, personal characteristics, and habits, and that such information may be developed through personal interviews with third parties such as family members, neighbors, friends, associates, former employers, financial sources, and custodians of official records. Only job-related information developed from such a report will be considered in evaluating my employment application or continued employment. I hereby authorize these persons, companies, organizations or corporations to answer all questions or release any information regarding the items listed in this paragraph. I hereby release them from any liability and hold them harmless from any claim for releasing any truthful information within their knowledge and/or records.

I authorize Royal Fork to release to any person, firm, entity or organization with which I may seek employment in the future, any truthful information concerning my work experience with Royal Fork. I hereby release and hold Royal Fork harmless from any claim for releasing any truthful information within its knowledge and/or records.

**I have had an opportunity to have my questions about this statement's content and intent answered and understand its terms.**

Signature \_\_\_\_\_ Date \_\_\_\_\_