



APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION (Please print)				
NAME	Last	First	Middle	
Social Security Number:				
Other names you are known by or have gone by in the past:				
Are you legally eligible for employment in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Have you been convicted of a crime in the last seven (7) years? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, list convictions that are a matter of public record (arrests are not convictions.) A conviction will not necessarily disqualify you for employment.				
Present Address:	Street	City	State/Province	Zip Code/Postal Code
Permanent Address:	Street	City	State/Province	Zip Code/Postal Code
Phone Number:	Daytime	Evening	Cell	

EMPLOYMENT DESIRED						
Position:		Salary Desired:		Date You Can Start		
Specify hours available each day of the week						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Are you available to work overtime? <input type="checkbox"/> Yes <input type="checkbox"/> No						

EDUCATION			
	Name and Address of School	Circle Last Year Completed	Did You Graduate?
High School		1 2 3 4	Yes No
College		1 2 3 4	Yes No
Post College		1 2 3 4	Yes No
Trade, Business, or Correspondence School		1 2 3 4	Yes No

FORMER EMPLOYERS				
List below current and last three employers, starting with most recent one first. Please indicate any non-paid/volunteer experience, which is related to the job for which you are applying. Please complete even if you attach a resume.				
From:	Current Employer (Name and Address of Employer – Type of Business)	Salary	Position	Reason for Leaving
To:				
Duties Performed:				
Supervisor's Name:		Phone Number		May We Contact?
From:	Previous Employer (Name and Address of Employer – Type of Business)	Salary	Position	Reason for Leaving
To:				
Duties Performed:				
Supervisor's Name:		Phone Number		May We Contact?
From:	Previous Employer (Name and Address of Employer – Type of Business)	Salary	Position	Reason for Leaving
To:				
Duties Performed:				
Supervisor's Name:		Phone Number		May We Contact?
From:	Previous Employer (Name and Address of Employer – Type of Business)	Salary	Position	Reason for Leaving
To:				
Duties Performed:				
Supervisor's Name:		Phone Number		May We Contact?

REFERENCES				
Give the name of three (3) professional references whom you have known at least one year.				
	Name	Address & Phone Number	Business	Number of Years Known
1				
2				
3				

SPECIALIZED SKILL & KNOWLEDGE
List any job related achievements or activities that you consider relevant to your ability to perform the job for which you are applying such as: awards received, memberships or offices held in professional organizations, license held, etc.
Please list any job related organizations, clubs, professional societies or organizations to which you currently belong. (You may omit those, which indicate race, creed, color, religion, national origin, ancestry, sex, sexual orientation, age, marital status, or the existence of a disability or medical condition.)

When you think about crêpes, what feelings does it evoke?
Why would you like to work for Joan of Arc Creperie & Cafe?
Describe a specific situation where you have provided great customer service. Why was this effective?

DRUG & ALCOHOL POLICY

Joan of Arc Creperie & Cafe has a vital interest in maintaining a drug and alcohol-free environment for its employees, customers, and visitors. Therefore, Joan of Arc Creperie & Cafe prohibits the use of, possession of, distribution of, purchase or sale of, offering to purchase or sell, transfer or trafficking in and working or reporting for work under the influence of intoxicants, drugs, or controlled or illegal substances.

PLEASE READ AND SIGN BELOW:

I hereby certify that the information contained in this application is true and correct to the best of my knowledge and agree to have any of the statements checked by Joan of Arc Creperie & Cafe. I voluntarily and knowingly authorize any present or past employer or supervisor, college or university or other institution of learning, administrator, law enforcement agency, state agency, local agency, federal agency, private business, military branch, the National Personnel Records Center, personal reference and/or any other persons to give records or information they may have concerning my criminal history, motor vehicle history, social security number, earnings history, character, and employment (including reasons for termination) or any other information requested by Joan of Arc Creperie & Cafe. Further, I release all parties and persons from any and all liability for any damages that may result from furnishing information to Joan of Arc Creperie & Cafe as well as from the use or disclosure of such information by Joan of Arc Creperie & Cafe or any of its agents, employees, or representatives.

I understand that any misrepresentation, falsification, or material omission of information on this application may result in my failure to receive an offer, or if I am hired, in my immediate dismissal from Joan of Arc Creperie & Cafe. In consideration of my employment, I agree to conform to the rules and standards of the company and I acknowledge that my employment at Joan of Arc Creperie & Cafe is for no definite period of time and that nothing in this application shall constitute a contract of employment or guarantee of employment. I agree that my employment is "at-will" meaning the terms of employment may be changed at any time, for any reason, with or without notice and with or without cause, either at my option or at the option of Joan of Arc Creperie & Cafe. This includes but is not limited to: termination, demotion, promotion, transfer, compensation, benefits, duties, and location of work. My status as an "at-will" employee cannot be changed. Further, I understand that all offers of employment are conditioned on the receipt of satisfactory responses to reference requests, satisfactory proof of an applicant's identity, and legal authority to work in the United States.

Applicant Signature: _____ **Date:** _____