



# APPLICATION FOR EMPLOYMENT

## PRE-EMPLOYMENT QUESTIONNAIRE EQUAL OPPORTUNITY EMPLOYER

### PERSONAL INFORMATION

|                                                                                                                   |                                                               |                        |          |
|-------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|------------------------|----------|
| NAME                                                                                                              |                                                               | SOCIAL SECURITY NUMBER |          |
| PRESENT ADDRESS                                                                                                   | CITY                                                          | STATE                  | ZIP CODE |
| TELEPHONE NUMBER                                                                                                  | HOW DID YOU HEAR OF NATURE'S TABLE CAFE? AD? EMPLOYEE? OTHER? |                        |          |
| HAVE YOU BEEN EMPLOYED BY NATURE'S TABLE CAFE BEFORE?<br>YES <input type="checkbox"/> NO <input type="checkbox"/> | IF SO, WHERE?                                                 |                        | WHEN?    |

### EMPLOYMENT DESIRED

|                                                                                                                                                                                                                                                                                                                      |                         |                                                                                                                                                                                                                                                                                                    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| POSITION                                                                                                                                                                                                                                                                                                             | DATE WHEN YOU CAN START | WAGE DESIRED                                                                                                                                                                                                                                                                                       |
| ARE YOU CURRENTLY EMPLOYED?<br>YES <input type="checkbox"/> NO <input type="checkbox"/>                                                                                                                                                                                                                              |                         | MAY WE INQUIRE OF YOUR PRESENT EMPLOYER?<br>YES <input type="checkbox"/> NO <input type="checkbox"/>                                                                                                                                                                                               |
| <p>Nature's Table Cafe may complete a thorough background, work history, and criminal check on all applicants. By completing and signing this application, applicant understands that these checks may be accomplished and grants permission for Nature's Table Cafe representatives to conduct these inquiries.</p> |                         | <p>Have you ever been convicted of a criminal offense? YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If so, for what offense(s) were you convicted? _____</p> <p>When convicted (Year)? _____ Are you on probation? YES <input type="checkbox"/> NO <input type="checkbox"/></p> |

### EMPLOYMENT HISTORY (MOST RECENT TO EARLIEST)

| DATE | NAME & ADDRESS OF EMPLOYER | PHONE | WAGE | POSITION | REASON FOR LEAVING |
|------|----------------------------|-------|------|----------|--------------------|
| FROM |                            |       |      |          |                    |
| TO   |                            |       |      |          |                    |
| FROM |                            |       |      |          |                    |
| TO   |                            |       |      |          |                    |
| FROM |                            |       |      |          |                    |
| TO   |                            |       |      |          |                    |
| FROM |                            |       |      |          |                    |
| TO   |                            |       |      |          |                    |

### EDUCATIONAL HISTORY

|                                 | NAME & LOCATION OF SCHOOL | YEARS ATTENDED | DID YOU GRADUATE? | SPECIAL TRAINING OR MAJOR |
|---------------------------------|---------------------------|----------------|-------------------|---------------------------|
| GRADE SCHOOL                    |                           |                |                   |                           |
| HIGH SCHOOL                     |                           |                |                   |                           |
| COLLEGE                         |                           |                |                   |                           |
| TRADE, BUSINESS OR OTHER SCHOOL |                           |                |                   |                           |

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## GENERAL INFORMATION

|                                                                          |            |      |
|--------------------------------------------------------------------------|------------|------|
| SUBJECTS OF SPECIAL STUDY / RESEARCH / WORK OR SPECIAL TRAINING / SKILLS |            |      |
|                                                                          |            |      |
|                                                                          |            |      |
| U.S. MILITARY SERVICE                                                    | WHAT YEARS | RANK |

## PERSONAL REFERENCES

| NAME | ADDRESS | PHONE | YEARS KNOWN |
|------|---------|-------|-------------|
|      |         |       |             |
|      |         |       |             |
|      |         |       |             |
|      |         |       |             |

## AUTHORIZATION

"I certify that the facts contained in this application are true and complete to the best of my knowledge and I understand that, if employed, false statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give any information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release them from all liability for any damage that may result from utilization of such information.

I authorize Nature's Table Cafe to conduct background checks that may include previous employers, criminal background checks, and through the applicant provided references.

I also understand and agree that no representative of Nature's Table Cafe has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized company representative."

**DATE:** \_\_\_\_\_ **SIGNED:** \_\_\_\_\_

DO NOT WRITE BELOW THIS LINE

**INTERVIEWED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**REMARKS:**

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**HIRED:** \_\_\_\_\_ **POSITION:** \_\_\_\_\_ **REPORT DATE:** \_\_\_\_\_ **TIME:** \_\_\_\_\_ **WAGE RATE:** \_\_\_\_\_