

Application for Employment
Holley Falls Bar & Grill, Inc

Dear Applicant:

Holley Falls Bar & Grill, Inc Statement of Values

Welcome to Holley Falls Bar & Grill, Inc. Prior to completing the application for employment, please understand that we are serious about creating a productive working environment for our staff and maintaining the highest levels of quality, service and attention for our guests.

We want you to understand that we also believe in living our values, some of which are:

- We believe that good enough isn't.
- We believe in doing business in a professional and orderly manner.
- We believe in honesty and integrity.
- We believe that only a happy and professional staff can give the level of personal service we demand.
- We believe in the ongoing training and development of our staff and see it as a worthy investment in the future of the company.
- We believe in providing legendary service – the unique and powerful sort of personal care and attention that our guests tell stories about.
- We believe that everyone is capable of being an A+ player.
- If this feels like an environment for you, please complete the application.

Application for Employment

**** PLEASE PRINT CLEARLY ****

Position(s) applied for _____ Date ___ / ___ / ___

Why are you seeking a new job at this time? _____

Applicant Information

First Name _____ Middle _____ Last _____

Street Address _____ City/State/Zip _____

Phone(____) _____ Cell Phone(____) _____ Email _____

If hired, do you have a reliable means of transportation to get to work? Yes/No

Are you at least 18 years old? If you are under 18 years of age, can you furnish a work permit?

If the job you are applying for requires driving: Driver's License No. _____

State _____ Expiration Date _____

Are you legally eligible for employment in the U.S.? (Proof of U.S. citizenship or immigration status is required if hired.)

Have you been convicted of a crime? Yes No If yes, state the nature of the offense and disposition of the case. Include dates and places. (NOTE: The existence of a criminal record does not constitute an automatic bar to employment.)

List any special skills or training:

Employment Information

Are you seeking full time, part time or temporary employment? _____

What hours and shift(s) would you prefer to work? _____

List times you are not available to work? _____

Are you willing to work overtime? _____ Weekends? _____ Holidays? _____

Are you currently employed? _____ If hired, when would you be able to start? _____

Have you ever worked for this organization before? _____ If yes, name used: _____

List any friends or relatives employed by this company: _____

Have you ever been discharged or asked to resign from any position? _____ If yes, please describe: _____

If applicable, please refer to the attached job description for the position for which you are applying. Are you able to perform all these tasks with or without reasonable accommodation? _____

Please describe which tasks, if any, you will need accommodation to perform, and explain what type of accommodation you will need: _____

Please describe: _____

Education (circle highest level achieved)

Secondary: 9 10 11 12 G.E.D.: College: 1 2 3 4 5 6 7 8
Name of School: _____ Name of School: _____
Location of School: _____ Location of School: _____
If in high school, are you enrolled in a Degree & Major: _____
recognized co-op program? Yes No Minor: _____
If yes, identify program and school: _____
Did you receive a degree? Yes No If yes, degree received _____
List scholastic honors, specialized training, apprenticeship, graduate, technical, vocational, and
extra-curricular activities that may be helpful in considering your application _____

Work History (please begin with most recent)

Company _____ Phone Number (____) _____ - _____
Address _____ City, State, Zip _____
Dates of Employment: From _____ to _____ Salary: Beginning _____ End _____
Job Title _____ Supervisor's Name & Title _____
Describe duties briefly: _____
Specific reason for leaving: _____

Company _____ Phone Number (____) _____ - _____
Address _____ City, State, Zip _____
Dates of Employment: From _____ to _____ Salary: Beginning _____ End _____
Job Title _____ Supervisor's Name & Title _____
Describe duties briefly: _____
Specific reason for leaving: _____

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Job Title _____ Supervisor's Name & Title _____
Describe duties briefly: _____
Specific reason for leaving: _____

For references purposes: Have you worked for any of these organizations or attended school under a different name? _____ .If yes, give name and organization(s)_____

_____ **May we contact the employers listed above?** _____ If not, list the employers you do not wish us to contact and why: _____

PERSONAL REFERENCES

Name _____ Address _____
Phone Number _____ Relation _____ Years Acquainted _____

Name _____ Address _____
Phone Number _____ Relation _____ Years Acquainted _____

Name _____ Address _____
Phone Number _____ Relation _____ Years Acquainted _____

Minimum Salary Desired: _____

When will you be available for work? _____

If you were referred by a current employee, please tell us their name _____

If you have any relatives currently employed by Holley Falls Bar & Grill, Inc, please list their names: _____

Read the following carefully and answer truthfully. Conviction of a crime may not automatically disqualify an applicant from employment; circumstances may be considered.
GIVING FALSE INFORMATION MAY DISQUALIFY AN APPLICANT FROM EMPLOYMENT.

If you are not sure of the court disposition of a case, list all other information requested below:
Have you EVER been convicted of a crime? _____

DO NOT ASSUME CHARGES OR CONVICTIONS HAVE BEEN REMOVED

If your answer is yes to any of the above, list the following information:
Charge/Offense, Date, Arresting Agency/Location, and Court Disposition. _____

Are there any pending, unresolved criminal charges against you?

If yes, explain fully _____

Have you ever been fired or asked to resign? If yes, explain fully _____

Authorizations & At-Will Employment Agreement

(Please read carefully, then sign and date below)

I certify that I have personally completed this application. I declare that the information provided in this employment application is true and complete and I understand that any false information or significant omissions may disqualify me from further consideration for employment and may be justification for my dismissal from employment if discovered at a later date. I agree to immediately notify this company if I should be convicted of a crime while my job application is pending or during my employment, if hired.

I authorize this company to make an investigation of all information contained in this employment application and I release from liability all companies and corporations supplying such information. I understand any false answers, statements, or implications made by me on this application or other required documents shall be considered sufficient cause for denial of employment or discharge.

I specifically authorize and direct my current and former employers to supply employment-related information to this company and do hereby release my current and former employers from liability for providing information to this company.

Upon termination of my employment for whatever reason, I release this company from all liability for supplying any information concerning my employment to any potential employer. I authorize this company, if applicable, to request a copy of my credit report, motor vehicle driving record, and any other investigative report deemed necessary through various third party sources. As required by law (Fair Credit and Reporting Act), upon request within a reasonable period of time, I will be notified as to the nature and scope of such investigations.

I hereby agree to submit to any drug test required of me, whether prior to my employment or if employed by this company at any time thereafter. If requested, I will take a post-job offer physical examination and my employment, in the event I receive medical treatment for any condition, including a physical, psychological, emotional, or psychiatric condition that is job-related, I hereby authorize the limited release and exchange of such medical information relating to my condition between the treatment provider and a company-designated physician.

AT-WILL EMPLOYMENT AGREEMENT

I understand and agree that nothing contained in this application, or conveyed during any interview is intended to create an employment contract between the company and me. In addition, I understand and agree that if you employ me, in consideration of my employment, my employment and compensation will be at-will, for no definite period of time, and may be terminated at any time, for any reason, or for no reason at all. I understand that only the company's Owners/Managers are authorized to change the employment-at-will status and such a change can only be done in writing. I have read, understand, and agree to the above.

E-VERIFY

This employer will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each new employee's Form I-9 to confirm work authorization.

IMPORTANT: If the Government cannot confirm that you are authorized to work, this employer is required to provide you written instructions and an opportunity to contact SSA and/or DHS before taking adverse action against you, including terminating your employment.

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In order to determine whether Form I-9 documentation is valid, this employer uses E-Verify's photo screening tool to match

the photograph appearing on some permanent resident and employment authorization cards with the official U.S. Citizenship and Immigration Services' (USCIS) photograph.

If you believe that your employer has violated its responsibilities under this program or has discriminated against you during the verification process based upon your national origin or citizenship status, please call the Office of Special Counsel at 1-800-255-7688 (TDD: 1-800-237-2515).

An Equal Opportunity Employer

Holley Falls Bar & Grill, Inc. is fully committed to Equal Employment Opportunity and to attracting, retaining, developing and promoting the most qualified employees without regard to their race, gender (except where gender is a bona fide occupational qualification), color, religion, sexual orientation, national origin, age, genetic disposition, physical or mental disability, citizenship status, veteran status, or any other characteristic prohibited by federal, state or local law. We are dedicated to providing a work environment free from discrimination and harassment, and where employees are treated with respect and dignity. It is our intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors. We offer reasonable accommodation during the employment process for individuals with disabilities: if you need assistance in the application or hiring process to accommodate a disability, you may request accommodation at any time.

Name (please print) _____

Signature _____ Date _____