



## EMPLOYMENT APPLICATION

We at Prova PizzaBar are committed to providing equal employment opportunities to all employees and applicants for employment. It is, therefore, the policy of the Company to hire, train, and promote all of its employees and to administer all other personnel policies without regard to race, color, national origin, citizenship, religion, sex, age, disability, marital status, veteran status, sexual orientation or any other characteristic protected by applicable federal, state, or local civil rights laws.

**Please Complete All Sections, even if you have provided a resume. (Use Ink and Print.)**

### PERSONAL INFORMATION

<b>Last Name</b>	<b>First</b>	<b>Middle</b>	<b>Today's Date:</b> ____/____/____	E-mail address:
Street Address			Home # ( ) _____ - _____	
City, State, Zip			Cellular # ( ) _____ - _____	
Have you ever applied for employment with us? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Month and Year: _____ Location: _____			Social Security #: _____ - _____ - _____	
Have you ever worked for us before? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes: Where: _____ When: _____			Desired Salary: \$ If hired, date available to start: ____/____/____	
<b>Position Desired*:</b>  <small>*Your position may require you to wear a specific uniform and to comply with food safety regulations. If you are selected for an interview, please make sure that you understand the uniform requirements and the food safety requirements, including but not limited to the wearing of hats, protective gloves and hand washing. Additionally, fingernail polish, jewelry and facial hair restrictions may apply to you.</small>			<b>Are you legally authorized to work in the United States?</b>  <input type="checkbox"/> No <span style="float: right;"><input type="checkbox"/>Yes</span>	
<b>What Hours and Days can you work? (ex. only Monday days and weekend nights):</b>				
List any friends or relatives who work for Prova PizzaBar.			<b>Are you available to work overtime as may be required?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
			<b>Are you over age 16?</b> <input type="checkbox"/> No <span style="float: right;"><input type="checkbox"/>Yes</span>	
What special skills can you bring to this position? (list all relevant kitchen, administrative, operating equipment or computer skills) etc. <b>Please, note: there are physical requirements, such as standing for up to six hours, lifting up to 30 pounds, and bending and pulling up to 50% of the time.</b>				
Manager's Notes:				

WHERE DID YOU HEAR ABOUT PROVA PIZZA BAR?

NEWSPAPER AD \_\_\_\_\_ INTERNET AD \_\_\_\_\_ HELP WANTED SIGN \_\_\_\_\_ FRIEND \_\_\_\_\_ OTHER \_\_\_\_\_

## EDUCATION

School	Name and Location of School (Include Street, City, State and Zip Code for each)	Course of Study	Number of Years Completed	Did You Graduate?	Degree or Diploma Received
Graduate				<input type="checkbox"/> Yes <input type="checkbox"/> No	
College				<input type="checkbox"/> Yes <input type="checkbox"/> No	
High School				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other Training				<input type="checkbox"/> Yes <input type="checkbox"/> No	

## EMPLOYMENT EXPERIENCE

Please provide an accurate and complete record of your full-time and part-time employment record. Start with your present or most recent employer. **Even if you provide a resume, you must complete this section.**

1	Employer	Telephone Number Fax Number ( ) ( )	
	Address	Start Date: ____/____/____	End Date: ____/____/____
	Position held	Starting Salary: \$_____	
	Reason for Leaving:	Ending Salary: \$_____	
	Name and Title of Supervisor	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	

2	Employer	Telephone Number Fax Number ( ) ( )	
	Address	Start Date: ____/____/____	End Date: ____/____/____
	Position held	Starting Salary: \$_____	
	Reason for Leaving:	Ending Salary: \$_____	
	Name and Title of Supervisor	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	

3	Employer	Telephone Number Fax Number ( ) ( )	
	Address	Start Date: ____/____/____	End Date: ____/____/____
	Position held	Starting Salary: \$_____	
	Reason for Leaving:	Ending Salary: \$_____	
	Name and Title of Supervisor	May we contact this employer?  <input type="checkbox"/> Yes <input type="checkbox"/> No	

4	Employer	Telephone Number Fax Number ( ) ( )	
	Address	Start Date: ____/____/____	End Date: ____/____/____
	Position held	Starting Salary: \$_____	
	Reason for Leaving:	Ending Salary: \$_____	
	Name and Title of Supervisor	May we contact this employer?  <input type="checkbox"/> Yes <input type="checkbox"/> No	

Please account for any time gaps in employment:

Have you ever signed a confidentiality agreement, restrictive covenant, or non-compete agreement with an employer? Yes    No  
 If so, please identify the employer(s): \_\_\_\_\_

**CRIMINAL RECORD**  
 Please note that disclosure of a criminal record will not necessarily disqualify you for employment. Each conviction will be evaluated on its own merits with respect to time, circumstances, and seriousness of the offense in relation to the job for which you are applying. However, failure to disclose such information may result in disqualification of your application or termination of employment.

ALL APPLICANTS:

Have you ever been convicted of a felony crime or misdemeanor?    Yes      No

If yes, please explain

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**REFERENCES**

Identify three individuals whom you have known for at least one year. Please do not include family members or employers since they may be contacted as references.

Name	Relationship to You	Telephone #

**AUTHORIZATION**

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed; falsified 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 provide any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release Prova PizzaBar from all liability for any damage that may result from utilization of such information.

**AT – WILL EMPLOYMENT**

I further understand that if I am hired, my employment at the Restaurant is voluntary and “at-will.” This means that each party has the absolute right to terminate the employment relationship at any time, with or without cause, with or without notice. I understand that this employment application and any other Restaurant document, including employee handbooks or pamphlets regarding Restaurant policies, regardless of what they state, are not contracts for employment. Any oral or written statements to the contrary may be expressly disavowed and should not be relied upon by me.

I further understand that the Restaurant and its management shall have the maximum discretion permitted by law to administer, interpret, modify, discontinue, enhance or otherwise change all policies, procedures, benefits or other terms or conditions of employment.

**I attest that the pay rate discussed was \$ \_\_\_\_\_ per \_\_\_\_\_**

\_\_\_\_\_ Date

\_\_\_\_\_ Signature

**THANK YOU FOR APPLYING WITH PROVA PIZZABAR!**