

APPLICATION FOR EMPLOYMENT

It is the policy of Toby Keith's Bar and Grill to provide equal opportunity on the basis of merit, qualification and competency to all persons without regard to race, color, religion, sex, national origin, age, marital status, sexual orientation, gender identity, ancestry, medical condition, family care status, pregnancy or physical disability (except where physical fitness is a valid occupational qualification), or any other basis protected by law.

POSITION APPLIED FOR	DEPARTMENT	DATE OF APPLICATION
SEEKING: Full-Time _____ Part-Time _____	SHIFT YOU CAN WORK: Days _____ Evenings _____ Nights _____	
Are you available for work weekends and holidays?	YES	NO

PERSONAL INFORMATION

NAME (LAST, FIRST, MIDDLE)			SOCIAL SECURITY NUMBER		
ADDRESS					
CITY	STATE	ZIP CODE	HOME PHONE ()	ALTERNATE PHONE ()	
If hired, can you present evidence of your U. S. citizenship or proof of your legal right to live and work in this country?				YES	NO
Are you at least 18 years old? (If under 18, hire is subject to verification that you are of minimum legal age.)				YES	NO
After a job offer is extended, job placement is contingent upon your passing a job-related physical exam and drug screen. Are you willing to take a physical exam and drug screen at our expense? <small>(Note: We comply with the ADA and consider all reasonable accommodation measures that may be available to assist qualified applicants/employees to perform essential job functions.)</small>				YES	NO
Do you have any friends or relatives working for Toby Keith's Bar and Grill? If yes, state name(s) and relationship:				YES	NO
Name: _____ Relationship: _____					
Have you ever been convicted of a criminal offense? <small>(Note: Please exclude misdemeanor convictions for marijuana-related offenses more than two years old; convictions that have been sealed, expunged, or legally eradicated; and/or for which you were ordered to any pretrial or post-trial diversion program; misdemeanor convictions for which probation was successfully completed or otherwise discharged and the case was judicially dismissed. A conviction is not an automatic bar to employment. Each case will be considered on its own merits.)</small>				YES	NO
If yes, state nature of the crime(s), when and where convicted and disposition of the case. _____					
Are you currently employed?				YES	NO
Have you previously been employed by Toby Keith's Bar and Grill?				YES	NO
Company(s): _____ Position/Dates: _____					
Who referred you to Toby Keith's Bar and Grill? <input type="checkbox"/> Advertisement <input type="checkbox"/> Agency/College <input type="checkbox"/> Job Line <input type="checkbox"/> Other					
Bee Employee Name:					

EMPLOYMENT HISTORY

(List employment history chronologically starting with most current. Please do not substitute a resume for this information.)

NAME OF COMPANY		DATES OF EMPLOYMENT FROM: / / TO: / /		
ADDRESS		MAJOR RESPONSIBILITIES		
CITY	STATE			ZIP
PHONE NUMBER ()	MAY WE CONTACT THIS EMPLOYER? YES NO			
POSITION HELD	PART-TIME			FULL-TIME
SALARY	HOURLY			MONTHLY ANNUALLY
SUPERVISOR'S NAME AND TITLE		ARE YOU ELIGIBLE FOR REHIRE? YES NO		
		REASON FOR LEAVING		

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ADDRESS		MAJOR RESPONSIBILITIES		
CITY	STATE			ZIP
PHONE NUMBER ()	MAY WE CONTACT THIS EMPLOYER? YES NO			
POSITION HELD	PART-TIME			FULL-TIME
SALARY	HOURLY			MONTHLY ANNUALLY
SUPERVISOR'S NAME AND TITLE		ARE YOU ELIGIBLE FOR REHIRE? YES NO		
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POSITION HELD	PART-TIME			FULL-TIME
SALARY	HOURLY			MONTHLY ANNUALLY
SUPERVISOR'S NAME AND TITLE		ARE YOU ELIGIBLE FOR REHIRE? YES NO		
		REASON FOR LEAVING		

OTHER EMPLOYERS

EMPLOYER	CITY, STATE	DATES OF EMPLOYMENT	POSITION/DUTIES

REMARKS

EXPLAIN ANY GAPS IN EMPLOYMENT OF 30 DAYS OR MORE.

EDUCATION

SCHOOL (Beginning with high school)	LOCATION OF SCHOOL	MAJOR COURSES/ FIELDS OF STUDY	HIGHEST LEVEL COMPLETED	DEGREE(S) RECEIVED

CLERICAL SKILLS

TYPING SPEED _____ Words Per Minute	ACCOUNTS PAYABLE Years Of Exp _____	JOURNAL ENTRIES Years Of Exp _____
10-KEY BY TOUCH _____ Yes _____ No	ACCOUNTS RECEIVABLE Years Of Exp _____	BOOKKEEPING Years Of Exp _____
COMPUTER/SOFTWARE EXPERIENCE List Programs: _____		

SPECIAL SKILLS, CERTIFICATIONS OR LICENSES

List any special skills, certifications or licenses that may be relevant to the position for which you are applying.

MILITARY SERVICE

Did you serve in the U.S. Armed Services?

YES

NO

If yes, briefly describe any skills acquired in the service that are relevant to the position.

REFERENCES

Name, address, business, phone number, years acquainted. Please list references who are not related to you.

1. _____
2. _____
3. _____

APPLICANT'S ACKNOWLEDGEMENT

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment, and that the answers given by me are true and correct to the best of my knowledge. I understand that any omission or misstatement of material fact on this application, or on any document used to secure employment, shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

I authorize Toby Keith's Bar and Grill to secure information about my experience with former employers, educational institutions and agencies, and for those parties to provide information concerning my experience. I release all parties from any liability arising therefrom. Furthermore, I understand that all offers of employment are contingent upon the successful completion of a thorough reference check.

I understand that nothing contained in this application, or conveyed during any interview that may be granted, or during my employment, if hired, is intended to create an employment contract between me and the company. In addition, I understand and agree that if I am employed, my employment is at-will and may be terminated at any time, with or without prior warning, with or without notice, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company. This statement of the employment at-will relationship is the entire agreement between employees and Toby Keith's Bar and Grill as to the duration of employment.

I certify that I have read and understand the foregoing, and to the best of my knowledge and belief, all the information on this form is true and correct.

Signature: _____ **Date:** _____