

# Application for Employment – Confidential Burger Hut Burgers

(Please Print)

## PERSONAL INFORMATION

Name (in full) \_\_\_\_\_ Today's date \_\_\_/\_\_\_/\_\_\_

Address (in full) \_\_\_\_\_

Phone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Position applied for \_\_\_\_\_ Location applied for \_\_\_\_\_

How did you hear about our company and this job opening? \_\_\_\_\_

Have you ever applied to or worked for our company before? \_\_\_\_ Yes \_\_\_\_ No

If yes, when? \_\_\_\_\_

Why are you applying for work at Burger Hut Burgers? \_\_\_\_\_

Are you currently employed? \_\_\_\_ Yes \_\_\_\_ No If yes, what days do you regularly work? \_\_\_\_\_

If hired, would you have a reliable means of transportation to and from work? \_\_\_\_ 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

Are you able to perform the essential functions of the job for which you are applying, either with or without  
reasonable accommodation? \_\_\_\_ Yes \_\_\_\_ No

If no, describe the functions that cannot be performed.

## Education

Please record your education below

School Name & Address

Did you graduate? \_\_\_\_ Yes \_\_\_\_ No

High School \_\_\_\_\_

College/ University \_\_\_\_\_



**References**

List below two persons not related to you who have knowledge of your work performance within the last three years.

_____	_____	_____
<b>First Name</b>	<b>Last Name</b>	<b>Phone Number</b>
_____		_____
<b>Address</b>	<b>City</b>	<b>State</b> <b>Zip</b>
_____		_____
<b>Occupation</b>	<b>No. of Years Acquainted</b>	
_____	_____	_____
<b>First Name</b>	<b>Last Name</b>	<b>Phone Number</b>
_____		_____
<b>Address</b>	<b>City</b>	<b>State</b> <b>Zip</b>
_____		_____
<b>Occupation</b>	<b>No. of Years Acquainted</b>	
_____	_____	_____

Please list your class schedule below. Indicate the days and hours you are available to work:

**Class Schedule / Hours Available**

_____	<b>Monday</b>	_____
_____	/	_____
_____	<b>Tuesday</b>	_____
_____	/	_____
_____	<b>Wednesday</b>	_____
_____	/	_____
_____	<b>Thursday</b>	_____
_____	/	_____
_____	<b>Friday</b>	_____
_____	/	_____
_____	<b>Saturday</b>	_____
_____	/	_____
_____	<b>Sunday</b>	_____
_____	/	_____

**Please Read Carefully, Initial Each Paragraph and Sign Below**

\_\_\_\_\_  
**Initials**

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 further certify that I, the undersigned applicant, have personally completed this application. 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.

\_\_\_\_\_  
**Initials**

I hereby authorize \_\_\_\_\_ to thoroughly investigate my references, work record, education and other matters related to my suitability for employment unless otherwise specified above. I further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release Burger Hut Burgers, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

\_\_\_\_\_  
**Initials**

I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and Burger Hut Burgers. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or Burger Hut Burgers, and that no promises or representations contrary to the foregoing are binding on Burger Hut Burgers unless made in writing and signed by me and Burger Hut Burgers designated representative.

\_\_\_\_\_  
**Initials**

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Applicant's Signature**