

JOHNNYLUKES

HOURLY EMPLOYMENT APPLICATION

— THE KITCHENBAR • THE LOFT • THE ROOM —

LAST NAME		FIRST NAME		MIDDLE INITIAL	TODAY'S DATE	
STREET/P.O. BOX		APT. #	CITY		STATE	ZIP CODE
DAY PHONE NO.		EVENING PHONE NO.		SOCIAL SECURITY #	EXPECTED HOURLY PAY RATE	
DO YOU HAVE RELIABLE TRANSPORTATION TO AND FROM WORK DURING OUR HOURS OF OPERATION? <input type="radio"/> YES <input type="radio"/> NO		ARE YOU APPLYING FOR A FULL-TIME OR PART-TIME POSITION? <input type="radio"/> FULL-TIME <input type="radio"/> PART-TIME		HOW MANY HOURS PER WEEK DO YOU WANT TO WORK? MINIMUM _____ MAXIMUM _____		
POSITION APPLYING FOR: <input type="radio"/> SERVER <input type="radio"/> HOST/HOSTESS <input type="radio"/> KITCHEN PREP <input type="radio"/> BARTENDER <input type="radio"/> COOK/LINE COOK <input type="radio"/> DISHWASHER						

- If hired, can you submit documents to prove your legal right to work in the U.S.? Yes No
- Are you of legal age to serve alcoholic beverages (age requirements may vary by state)? Yes No
- We do not permit smoking in the restaurant while on duty. Are you willing to comply? Yes No
- JohnnyLukes does not tolerate drug use by employees before or during work.
Are you willing to comply? Yes No
- Up to 50 lbs. of lifting several times a day is an essential function of kitchen positions.
Are you willing and able to comply with this requirement? Yes No
- Being on your feet for 6-9 hours at a time is a requirement in dining room positions.
Are you willing and able to comply with this requirement? Yes No
- Have you ever applied for a position at JohnnyLukes before?..... Yes No
What was the result? _____
- Have you ever been employed by JohnnyLukes?..... Yes No
If yes, which restaurant? _____
When? From: _____ / _____ To: _____ / _____
Month/Year Month/Year
What was your position? _____
Why did you leave? _____
- How many jobs have you had in the past year? _____ Past two years? _____
- What were the circumstances for leaving each job? _____

- What is the minimum amount you need to earn? \$ _____/week \$ _____/month
- We may train on days you have other obligations. Are you willing to reschedule your plans to come to training? Yes No

*13. Do you have any schedule obligations (e.g., annual trips, vacations, weddings, reserve duty, or holidays) coming up that we need to know about? Yes No

**14 *Have you been convicted of a felony that has not been annulled, expunged or sealed by the court? Yes No

*15. What commitments do you have, or do you anticipate, that may affect your schedule? _____

*16. Would you be willing to work flexible hours (including weekends)? Yes No

*17. Are you willing to work holidays? (We are closed on Thanksgiving and Christmas.) Yes No

*18. Please indicate any days you are regularly unavailable.

	MON	TUES	WED	THURS	FRI	SAT	SUN
NOT AVAILABLE							

19. If hired, what notice do you need to give your current employer? _____

20. When would you be available to start? _____

21. Why are you applying for a position with us? _____

22. If offered a position with JohnnyLukes, how long would you plan to remain with us? _____

23. Please explain any specialized training or course work you have completed that relates to the position for which you are applying. _____

24. We have specific requirements for personal appearance for both the dining room and kitchen: clean, proper work apparel, no excessive jewelry or makeup, and good general hygiene. Are you willing to comply with these requirements? Yes No

25. Under what circumstances would you not feel comfortable serving alcohol? _____

***You may omit any information indicating legally protected characteristics.**

Please complete the information requested below regarding your work history. Please do not write "See Résumé."

EMPLOYMENT HISTORY

	Current or Most Recent Employer	Previous Employer	Previous Employer
NAME OF EMPLOYER			
ADDRESS/LOCATION			
MAY WE CONTACT THIS EMPLOYER? IF NO, PLEASE EXPLAIN.	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
SUPERVISOR'S NAME			
PHONE NUMBER			
LENGTH OF EMPLOYMENT	From _____ To _____ Month/Year Month/Year	From _____ To _____ Month/Year Month/Year	From _____ To _____ Month/Year Month/Year
POSITION(S) HELD			
DESCRIPTION OF DUTIES AND RESPONSIBILITIES			
HOURLY PAY RATE	Start _____ Last _____	Start _____ Last _____	Start _____ Last _____
AVERAGE NUMBER OF HOURS WORKED PER WEEK			
REASON FOR LEAVING			

Optional: Emergency Contact Information

Please list the person we should contact in case of an emergency. Name: _____ Phone: _____

If employed, I hereby agree to abide by all policies and rules of JohnnyLukes Kitchenbar., including those addressing job-related appearance and grooming standards. I understand that these policies and rules may be amended or revised by JohnnyLukes Kitchebar. at any time and that nothing in this application creates, or will create, an express or implied contract of employment between the JohnnyLukes Kitchenbar, and me. I understand that false, misleading, or omitted information in my application, resume, or interview(s) may result in discharge.

Signature _____ Date _____

Attention: All HOURLY applications must be returned to an JohnnyLukes for consideration.

FOR OFFICE USE ONLY
CANDIDATE, PLEASE DO NOT WRITE ON THIS PAGE

Describe the following working conditions to the candidate:

- How much trainees earn
- Non-smoking environment
- Tip share
- Hours (early, late shifts)
- Possible cross-training
- Teamwork expectations (Give example)
- Management team structure and tenure
- 3-4 table stations

- Pay every two weeks
- Opportunity (cross-training, advancement)

Review our benefits and background:

- Meal program
- Growth plans
- Lunch, Dinner & Brunch
- Simple uniform
- Insurance details
- History of JLS

HOURLY EMPLOYMENT VERIFICATION

	EMPLOYMENT VERIFICATION #1	EMPLOYMENT VERIFICATION #2
Date of Employment Verification		
Conducted by		
Company		
Name of Supervisor		
Supervisor's Title		
Phone Number		
"Mr./Ms. (Name) has applied for employment with us. I would like to verify some of the information given to us. When did he/she work for your company?"	From: _____ / _____ Mo. Yr. To: _____ / _____ Mo. Yr.	From: _____ / _____ Mo. Yr. To: _____ / _____ Mo. Yr.
"Would you re-employ him/her?"	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
"What was his/her job with you?"		
"He/she says compensation was \$ _____. Is that correct?"	<input type="radio"/> Yes <input type="radio"/> No \$ _____	<input type="radio"/> Yes <input type="radio"/> No \$ _____
"Why did he/she leave your company?"		
"I would like to talk to another individual who worked closely with (Name). Who can you recommend and how can I contact him/her?"	Name _____ Position _____ Phone # _____	Name _____ Position _____ Phone # _____
Additional Comments		

Management Recommendation: Continue Discontinue _____ Manager _____ KM