



Bunkers Bar & Grill

893 E. National Road, Vandalia OH 45377
(937) 890-8899

APPLICATION FOR EMPLOYMENT

The Applicant: We appreciate your interest in Bunkers Bar & Grill and assure you that we are interested in knowing of your qualifications. A clear understanding of your background and work history will aid us in seeking to place you in a position, which in our judgment, best meets your qualifications. Please note that this application will only remain active for 6 months, after which you would need to reapply.

PERSONAL

Name _____ Date of Application _____
(Last) (First) (Middle)

Address _____ Telephone # (_____) _____
(Number) (Street) (Apt. #) (Area Code)

(City) (State) (Zip Code) Alternate Tel # (_____) _____
(Area Code)

Social Security Number _____ Are you 18 years or older? Yes ? No ?

Are you a U.S. citizen? Yes ? No ? If not, do you have the legal right to remain permanently in the United States? Yes ? No ?

Are you authorized to work in the United States? Yes ? No ?

Have you previously been employed by this company? Yes ? No ? If yes, date(s) _____
Supervisor Name(s) _____

Have you filed an application before? Yes ? No ? If yes, date(s) _____

Referral Source: Advertisement ? Employee ? Friend/Relative ? Employment Agency ? Unsolicited ? Other ?
Name of Source (if applicable) _____

List any friends or relatives working for this company _____

EMPLOYMENT DESIRED

Position(s) applied for _____

Property/Location _____

Kind of work sought Full-time ? Part-time ? Other _____

If part-time, please specify hours and days desired _____

Do you have any special training, skills, qualifications or other experiences that relate to the position(s) applied for? _____

Are there any reasons you would have difficulty performing any of the major duties of the job for which you applied? Yes ? No ?

If yes, please explain _____

Wage Requirements _____ Date available for work _____

EMPLOYMENT EXPERIENCE *(List current or most recent job first)*

MAY WE CONTACT YOUR PRESENT EMPLOYER? Yes ? No ?

Employer	Telephone w/ Area Code
Address	Dates From: To: Employed:
City, State, Zip	Wage / Starting: Ending: Salary:
Position You Held	Work Performed:
Your Supervisor's Name	
Reason for Leaving	
Employer	Telephone w/ Area Code
Address	Dates From: To: Employed:
City, State, Zip	Wage / Starting: Ending: Salary:
Position You Held	Work Performed:
Your Supervisor's Name	
Reason for Leaving	
Employer	Telephone w/ Area Code
Address	Dates From: To: Employed:
City, State, Zip	Wage / Starting: Ending: Salary:
Position You Held	Work Performed:
Your Supervisor's Name	
Reason for Leaving	

EDUCATION

	Name / Location	Years Completed	Diploma or Degree	Courses of Study
High School				
College				
Graduate				
Vocational / Other Training				

PERSONAL REFERENCES (Do not include relatives or former employers)

Name	Street Address City, State, Zip	Area Code / Telephone Number	Years Acquainted

MILITARY SERVICE RECORD

Have you had any experience in the Armed Forces of the United States or in a State National Guard? Yes ? No ?

If Yes, what branch? _____ Rank at Discharge _____

Are you in the reserves? Yes ? No ? If Yes, date obligation ends _____

Special / Technical Training _____

ADDITIONAL INFORMATION

Have you been convicted of a felony within the last 10 years? Yes ? No ?

If so, where, when and nature of offenses. _____

Have you ever been bonded? Yes ? No ? Have you ever been denied bond? Yes ? No ?

Do you have a valid driver's license? Yes ? No ? License Number _____

Do you have a chauffeur's license? Yes ? No ? Expiration Date of Driver's License _____

List professional, trade, business or civic activities and offices held excluding groups the name or character of which indicates race, color, religion, sex, national origin, handicap, marital or veteran status _____

State any additional information that you feel may be helpful to us in considering your application _____

In case of Emergency, Contact: Name: _____

Address: _____

Telephone w/ Area Code: (____) _____ Relation to You: _____

AUTHORIZATION AND UNDERSTANDING (Please Read Carefully)

I understand that this application is not an offer for a contract of employment, nor does it guarantee either an interview or hire. Upon signing of this application, I represent that all of the information now, or hereafter given by me in support of my application for employment, is true and complete to the best of my knowledge. I authorize Bunkers Bar & Grill to investigate and verify any information concerning my employment (including my prior disciplinary employment record), education, driver or motor vehicle record, credit or medical history with the appropriate individuals, companies, institutions or agencies, and I authorize them to release such information without them giving me any written notice of such disclosure. I understand that my employment arising out of this application is contingent upon the result of Bunkers Bar & Grill's investigation. I hereby release the Bunkers Bar & Grill and individuals, companies, institutions or agencies who release information from any liability whatsoever as a result of such inquiries and disclosures. I understand that any false information in support of my application may result in a refusal to hire or subject me to dismissal at any time once the facts become known during my period of employment. I understand Bunkers Bar & Grill may require a physical examination by a physician designated by the Bunkers Bar & Grill after I receive an offer of employment, and the job offer may be conditioned upon passing that examination. I understand and agree that if hired, my employment does not establish an expressed or implied contract for employment,

and that the Bunkers Bar & Grill may terminate my services at any time for any reason or for no reason at all. I further understand and agree that if hired, I will receive compensation and benefits, and will be bound by the Bunkers Bar & Grill's policies, rules, and regulations. I further understand and agree that the Bunkers Bar & Grill may change such compensation, benefits, policies, rules and regulations with or without notice to me, and I shall be bound by such changes. I acknowledge that the Bunkers Bar & Grill may modify my assigned work hours and place of work, and that Bunkers Bar & Grill may require me to work overtime as needed. I authorize Bunkers Bar & Grill to deduct from each and every period of my pay any amounts necessary to offset any damages caused by me, or the value of the property or money entrusted to me, or owed by me, to the firm during the course of my employment.

I UNDERSTAND THAT NO REPRESENTATIVE OF BUNKERS BAR & GRILL, OTHER THAN ITS PRESIDENT, HAS ANY AUTHORITY TO ENTER INTO ANY AGREEMENT FOR ANY SPECIFIC PERIOD OF TIME, OR TO MAKE ANY AGREEMENT CONTRARY TO THESE PROVISIONS. ANY AGREEMENT ALTERING THE TERMINABLE AT WILL NATURE OF THE EMPLOYMENT RELATIONSHIP MUST BE IN WRITING AND SIGNED BY MYSELF AND THE PRESIDENT OF THE COMPANY.

Applicant's Signature: _____ Date: _____

FOR INTERVIEWER'S USE ONLY

Interviewed By: _____ Date of Interview: _____

Also Interviewed By: _____ Date of Interview: _____

Name of Applicant: _____ Position Applied for: _____

Areas or Items to Discuss with Applicant

Experience: _____

Training: _____

Skills: _____

Professional memberships, licenses, awards: _____

Reason for Leaving Current or Last Job? _____

Any reason not to contact former Supervisors? Yes ? No ? What will they say about past performance? _____

Reason for Applying for this Position? _____

How long might applicant expect to stay in this position? _____ What might applicant expect to be doing in 2 years? 5 years? _____

Professional or Long Term Goals: _____

Applicant's Self-evaluation of Strengths: _____

Applicant's Self-evaluation of Weaknesses: _____

Describe most satisfying / significant work achievement: _____

Describe worst or most difficult experience with any former Supervisor, and how did applicant handle it? _____

Current Salary or Wage? _____ Can they verify? _____ Salary or Wage Required Desired? _____

Date Available to Start? _____ Willing to accept Part Time / Full Time? _____

Any Days of Week or Hours/Shifts unable to work due to other obligations? _____

Any Reason Applicant might have difficulty in getting to work (i.e. transportation)? _____

General Comments:

Interviewer Rating ?	Low / High ?
(Check One)	
Experience for Position:	1 2 3 4 5 6 7 8 9 10
Training for Position:	1 2 3 4 5 6 7 8 9 10
Customer Service Aptitude:	1 2 3 4 5 6 7 8 9 10
Professionalism/Maturity:	1 2 3 4 5 6 7 8 9 10
Punctuality:	1 2 3 4 5 6 7 8 9 10
Personality:	1 2 3 4 5 6 7 8 9 10
Appearance:	1 2 3 4 5 6 7 8 9 10
Initiative:	1 2 3 4 5 6 7 8 9 10
Attitude:	1 2 3 4 5 6 7 8 9 10
Communication Skills:	1 2 3 4 5 6 7 8 9 10
Verbal Skills	1 2 3 4 5 6 7 8 9 10 N/A
Written Skills:	1 2 3 4 5 6 7 8 9 10 N/A
Math Skills:	1 2 3 4 5 6 7 8 9 10 N/A

Recommended for Hire? Yes ? No ? Undecided ?
 Did / Should Anyone Else Interview Applicant? Yes ? No ?
 If Yes, Who? _____
 Response Promised to Applicant by (date): _____
 Responded to Applicant (date) _____ by letter/telephone.
 References Checked Prior to Position Offered? Yes ? No ?
 Offered Position? Yes ? No ?
 Starting Wage or Salary Offered: _____
 1st Evaluation Date: _____ Not Discussed: _____
 1st Salary Review Date: _____ Not Discussed: _____
 Accepted Position? Yes ? No ?
 If Offered & Accepted, 1st day of work will be? Date: _____ Time: _____
 New Hire _____ ReHire _____
 New Position _____ Replacement _____ (For Whom? _____)
 Full Time _____ Part Time _____ If PT, average hours/week _____

APPROVED:

General Manager _____ Date _____

**APPLICATIONS OF ALL INDIVIDUALS HIRED MUST BE INCLUDED IN PERSONNEL FILE.
 APPLICATIONS THAT DO NOT LEAD TO HIRING SHOULD BE RETAINED ON FILE FOR ONE YEAR, THEN DESTROYED.**