

Steve's Pizza Palace, Inc.
175 W. Main Street
Platteville, WI 53818
(608) 348-3136



Employment Application

GENERAL INFORMATION

Date Applied: _____

Name _____
Last First Middle Initial

Social Security No. _____

Present Address: _____
No. and Street City State Zip

How long have you lived at this address? _____

Permanent Address: _____
No. and Street City State Zip

Telephone No. (_____) _____

Emergency Contact _____
Name, address, phone relationship, if any

Are you 18 years or older? Yes No If no, state date of birth _____

Are you authorized to work in the U.S.: Yes No

If not, are you legally authorized to work for Steve's Pizza Palace? Yes No

[Note: Proof of authorization to work may be required upon hire.]

What Languages do you read, speak or write fluently? _____

Have you had any name changes this employer should know about in order to verify job or education history?

Yes N If Yes, what was your previous name? _____

Have you worked for us before? Yes No If yes, what position(s) ? _____

When? _____

List any current or former employees of Steve's Pizza Palace you know who we can contact for references:

Position applied for? _____ Desired Salary _____

Date you could start? _____

Total Hours available per week? _____

How did you learn of the job Opening? _____

Are there any job duties you would be unable to perform? _____

Is there anything that we could do to accommodate you so that you could perform all required duties? _____

Have you ever been convicted of a crime and/or are you subject to a pending criminal charge? Yes No

[Note: A conviction and/or charge does not necessarily bar employment and is considered only as it relates to the job being sought.]

EDUCATION

Schooling	Name and Address of School			Grade or Degree Completed	Graduated?	
					Yes	No
High School						
College & or University (Dates of Attendance)						
Other (Specify)						
Military Service Schools Attended						
Military Service Record	War Veteran? ↑ Yes ↑ No	Branch	From: (Date)	To: (Date)	Highest Rank	

PREVIOUS WORK EXPERIENCE (List below you last four employers starting with most recent or current one first)
Please include a copy of you Resume .

Dates		Name, Address and Telephone No. of Employer	Supervisor's Name Title & Phone No.	Reason for Leaving
Your title (positions held) _____				
Describe in detail the work you did _____				

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Are you currently employed? Yes No If yes, where are you working currently? _____

Do we have permission contact you current employer? Yes No

How many hours a week are you employed at your other job? _____

PLEASE READ CAREFULLY THE SECTION BELOW BEFORE SIGNING.

I certify that I have read carefully this application and the information on it is complete and correct. I understand that an omission or misrepresentation of information is grounds for dismissal.

I authorize the persons, employers, and schools listed on this application to give you any information concerning my employment and other pertinent information they may have, personal and otherwise, and release all parties from all liability and damages that may result from furnishing this to you.

I acknowledge that the owner of Steve's Pizza Palace, Inc. reserves the right to amend or modify any of its handbooks or policies at any time and without prior notice. These policies do not create any promise or contractual rights between this employer and its employees. At Steve's Pizza Palace, Inc. employment is a will. This means an employee is free to terminate his/her employment at any time, without any reason, with or without cause, and the owner retains these same rights. The owner is the only person who may make an exception to this, and any exception must be in writing, addressed to a particular individual, and signed by the owner.

Steve's Pizza Palace, Inc. is an Equal Opportunity Employer and fully subscribes to the principles of equal opportunity. It is our policy to seek and employ the best qualified personnel in all positions without regard to race, color, religion, age, sex, disability, national origin, or any other basis made unlawful by either state or federal law. It is our policy to comply with all federal and state employment statutes. Information requested on this application will not be used for any purpose prohibited by law.

I agree that all the above information is accurate to the best of my knowledge.

_____ *Applicants Signature* _____ *Date* _____

****PLEASE ATTACH A RESUME TO YOUR APPLICATION**

AVAILABILITY

Name _____ Position(s) applied for? _____

What type of position are you seeking? Part time Full time Longterm Temporary

Hours Available		S	M	T	W	Th	F	S	Date you can start? _____
	From								
	To								Total hours available per week? _____

Are you Available to work during Lunchtime during the weekends? _____

Will you be available to work: Thanksgiving (week) Yes No
 Winter break Yes No Other _____
 Spring break Yes No
 Summer Yes No

Will you be leaving for any (summer) Vacations longer than 3 days? Yes No

If yes, when? _____