



APPLICATION FOR EMPLOYMENT

In order for you to be considered for employment, this application must be filled out COMPLETELY. Please write N/A if information is not applicable. Resumes, though welcome, should not be submitted in place of the information requested below.

PLEASE PRINT

First Name	Middle Initial	Last Name	Today's Date		
Current Address	Street/PO Box	Apt. #	City	Province	Postal Code
Day Phone # ()	Evening Phone # ()	Alternate Phone # (<input type="radio"/> Cell <input type="radio"/> Other) ()			
Email Address					
For which position are you applying? <input type="radio"/> Bartender <input type="radio"/> Prep Cook		<input type="radio"/> Busser <input type="radio"/> Dishwasher	<input type="radio"/> Host <input type="radio"/> Line Cook	<input type="radio"/> Server <input type="radio"/> Pantry	<input type="radio"/> Expeditor <input type="radio"/> Other
What is the minimum amount of money you need to make? \$ /hour \$ /week					Date you are available for employment:
					<i>Note: Statement of desired salary does not guarantee we will be able to meet your request</i>

1. Are you presently or have you ever been employed by any of our affiliated Restaurants? ☐ Yes ☐ No
(Moose Winooski's, Charcoal Steak House, Martini's, del's, The Bauer Kitchen, The Bauer Bakery, Wildcraft, Wildcraft Wherever, Beertown Public House, Sociable Kitchen + Tavern, Sole Restaurant & Wine Bar)

If yes, list Location: _____ Manager's name: _____

2. Do you have the legal right to work in Canada?..... ☐ Yes ☐ No
If hired, can you submit documents to prove your legal right to work in this country?..... ☐ Yes ☐ No

3. Are you of legal age to serve alcohol?..... ☐ Yes ☐ No
If hired, can you submit proof of age?..... ☐ Yes ☐ No
Are you Smart Serve certified (# _____)..... ☐ Yes ☐ No
Are you WHMIS certified?..... ☐ Yes ☐ No

4. I want to work ☐ Part-time (10-24 hours/week) ☐ Full-time (25+ hours/week)

5. Do you presently have a job you intend to keep?..... ☐ Yes ☐ No

6. Some shifts at our restaurants begin as early as 6 AM and end occasionally as late as 3 AM. Do you have adequate transportation to and from work for the days you are available?..... ☐ Yes ☐ No

7. How many jobs have you held in the last two years? ☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 or more

8. How many jobs have you been terminated from? ☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 or more

9. In the table below, please indicate the days you CAN work. **List the earliest and latest times you CAN work.**
Please account for travel time to and from work. Being in uniform and ready to begin your shift is mandatory.

	MON	TUES	WED	THURS	FRI	SAT	SUN
Earliest time in							
Latest time out							

10. What commitments do you have, or do you anticipate, that may affect your schedule (e.g. school, sports, outside interests)?

11. We are open for lunch and dinner 364 days a year (closed on Christmas Day),
Are you able to work holidays and weekends?..... ☐ Yes ☐ No

12. We may conduct training on days, or at times you have other obligations.
Is your schedule flexible so you may come to training?..... ☐ Yes ☐ No

13. Are you interested in seasonal or permanent employment?..... ☐ Seasonal ☐ Permanent

You may omit any information indicating legally protected characteristics (gender, religion, national origin, etc.)

14. Education

	Name and Location of School	Dates Attended	Last Grade Completed	Major/ Specialty	Degree Received
HIGH SCHOOL		(Please leave blank)		(Please leave blank)	
UNIVERSITY/ OTHER			(Please leave blank)		

15. Work History (List your last 3 jobs)

	Current or Most Recent Job	Previous Job	Previous Job
Company Name			
Address			
Position & Job Duties (Please describe)			
Name and Title of Immediate Supervisor			
Phone Number of Immediate Supervisor			
May we contact this person as a reference?	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Dates of Employment	_____/_____/_____ Month/Year to Month/Year	_____/_____/_____ Month/Year to Month/Year	_____/_____/_____ Month/Year to Month/Year
Usual No. of Hours Worked per Week			
Reason for Leaving			
Weekly Earnings			

16. Personal References (other than immediate family):

	Name	Phone Number	Number of Years Known	Relationship
1.				
2.				

17. Have you read and understood the job description of the position applied for? ☐ Yes ☐ No
(Available at the front desk of all Charcoal Group Restaurants).....

18. Can you perform the essential functions required by the job for which you are applying either with or without reasonable accommodations?..... ☐ Yes ☐ No

19. We have specific requirements for personal appearance, such as good general hygiene; and for men, neatly shaven daily (well-groomed mustache and beard is permitted). Are you willing to meet our requirements?..... ☐ Yes ☐ No

20. How did you hear about us? _____

PLEASE READ THE FOLLOWING CAREFULLY AND SIGN BELOW

I declare that I am qualified to perform all the duties of the position that I am seeking. I also declare that the information I have provided on this application is correct and that any false statements or omissions will justify my rejection or dismissal. I authorize the company to contact any of my previous employers as well as any reference source to verify the facts and information that I have furnished regarding my qualifications and character. I authorize any person(s) having knowledge to provide such information in good faith. I authorize The Charcoal Group and its agents to verify any information related to my application or resume.

SIGNATURE: _____

DATE: _____

I UNDERSTAND THAT MY APPLICATION WILL REMAIN ACTIVE FOR 30 DAYS FROM THE DATE RECEIVED. THE CHARCOAL GROUP IS AN EQUAL OPPORTUNITY EMPLOYER. UPON REQUEST, THE CHARCOAL GROUP WILL ACCOMMODATE PEOPLE WITH DISABILITIES DURING THE RECRUITMENT AND SELECTION PROCESS.