

Application for Employment



(Pre-Employment Questionnaire)
(An Equal Opportunity Employer)

Date (fecha): / /

Email address: _____

Name (last name, first name) _____

SS# - -
SS# may be provided upon hire

Address: _____

Telephone ()

City: _____ State: _____ Zip Code: _____

Cell # ()

What kind of work are you applying for? host busboy cook server prep/cook dishwasher
(check all positions you are applying for) manager bartender (21+)

List your skills relevant to the position applied for _____

Describe a specific situation where you have provided excellent customer service in your most recent position. Why was this effective?

D.O.B. (optional) _____ Married (optional): ___ yes ___ no

Cuantos Anos? _____

If under 16, do you have a valid work permit? (if over 16, please leave blank) ___ yes ___ no

US Citizen: ___ yes ___ no

I would like to work at: (circle all that apply) Rancho Santa Margarita-- San Clemente-- Ladera Ranch--

Availability: Total hours available per week: _____ full time _____ part time

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
From							
To							

please list your hours of availability on this chart above.

How did you hear of job? _____ How far do you live from store? _____

How will you get to work? _____ Have you ever visited a Selma's? ___ yes ___ no

Are you presently in school? ___ yes ___ no If so, where? _____ GPA: _____

Military served: ___ yes ___ no If yes, dates: From _____ to _____
Present membership in Natl. Guard or Reserves? ___ yes ___ no

Physical Limitations: _____
Ever been convicted of a crime in last 7 years? ___ yes ___ no A conviction will not necessarily disqualify you for employment.

If yes, explain convictions _____

In case of Emergency notify: _____
name address phone

Two Most Recent Jobs:
Company _____ Location _____ Phone _____
Job _____ Supervisor _____ Dates worked: from _____ to _____
Pay _____ Reason for leaving: _____ May we contact? _____
Company _____ Location _____ Phone _____
Job _____ Supervisor _____ Dates worked: from _____ to _____
Pay _____ Reason for leaving: _____ May we contact? _____

I hereby authorize Selma's to thoroughly investigate my background, references, employment record, and other matters related to my suitability for employment. I understand that filling out this form does not indicate there is a position open and does not obligate Selma's to hire me. **I understand and agree that my employment is at will, which means that it is for no specified period of time and may be terminated by me or Selma's at any time without prior notice for any reason. I have been accurate in my statements on this application.**
Date ___/___/___ Signature: _____

office use only
Hire Date: ___/___/___ Starting Wage: _____ Manager Signature: _____
Termination date: ___/___/___ ___ quit with notice ___ quit without notice ___ fired
Recommend for rehire: ___ yes ___ no
Last date worked: ___/___/___ Reason for quitting or firing in detail: _____
Review date: _____ Review date: _____ Review date: _____
Employee info required upon hire: Social Security # _____ Email Address: _____

Interview Date: _____

Thank you for filling out an application. We will review and call you if we would like to set up an interview.

Time: _____