

Application for Employment

An Equal Opportunity Employer

Northern Michigan Employee Services, LLC

102 East Main Street
Marquette, MI 49855
(906) 228-5200
Fax: (906) 226-2824

PERSONAL INFORMATION: *(Please Print)*

Name: _____ Date: _____
Last First Middle Initial

Address: _____
Street City State Zip Code

Telephone: () Social Security Number: _____

Are you? ☐ 18 or older? ☐ Between 16 & 17? ☐ 15 or under?

Are you legally eligible for employment in this country? ☐ Yes ☐ No
(Proof of U.S. Citizenship or immigration status will be required upon employment.)

A valid driver's license—or other form
of photo ID—and social security card
will be required upon employment.

RESTAURANT EXPERIENCE: *(Please check any prior restaurant experience)*

- | | | | |
|---|---------------------------------------|--|--|
| <input type="checkbox"/> Management | <input type="checkbox"/> Bartender | <input type="checkbox"/> Line/Kitchen Cook | <input type="checkbox"/> Cocktail Server |
| <input type="checkbox"/> Waiter/tress | <input type="checkbox"/> Host/Hostess | <input type="checkbox"/> Line/Kitchen Prep | <input type="checkbox"/> Banquet Cook |
| <input type="checkbox"/> Barback | <input type="checkbox"/> Maintenance | <input type="checkbox"/> Bus/Dishwasher | <input type="checkbox"/> Security |
| <input type="checkbox"/> Other <i>(Please Specify):</i> _____ | | | |

Position(s) applying for: _____

Have you ever applied to this Restaurant before?.....

☐ Yes ☐ No

Are you currently employed?

☐ Yes ☐ No

Date
Available: _____

May we contact your current employer?

☐ Yes ☐ No

If a position requires travel, do you have a valid drivers license?

☐ Yes ☐ No

Salary
Desired: _____

Have you ever been convicted of a felony?

☐ Yes ☐ No

(Conviction will not automatically disqualify an applicant from employment.)

If Yes, please explain: _____

Special skills, experiences, or qualifications which may benefit you in the job for which you are applying: _____

AVAILABILITY – List hours you are available to work per week:

Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
From	To	From	To	From	To	From	To	From	To	From	To	From	To

EDUCATIONAL BACKGROUND:	School Name and Address	Years Completed	Diploma Degree	Subjects Studied	GPA
High School					
College					
Graduate School					
Trade, Business or Vocational School					

EMPLOYMENT HISTORY: *(List the last 3 employers, starting with the last one first. You may include any volunteer activities or military experience.)*

Name and Address of Employer:			Telephone Number:
From:	To:	Job Title:	Supervisor:
Describe Major Duties: _____			
Reason for Leaving: _____		Starting Salary: \$ Per	Final Salary: \$ Per

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REFERENCES: *(List the names of three persons, not related to you, whom you have known at least one year.)*

NAME:	ADDRESS:	BUSINESS	YEARS ACQUAINTED	PHONE #:

Referred for this position(s) by: _____

SIGNED: _____ DATE: _____

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF FACTS CALLED FOR IS CASE FOR DISMISSAL. FURTHER, I UNDERSTAND AND AGREE THAT MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT ANY PREVIOUS NOTICE. COMPLETION OF THIS APPLICATION DOES NOT GUARANTEE ANY PROMISE OF EMPLOYMENT. ANY POSSIBLE EMPLOYMENT WITH UPFRONT & COMPANY IS "AT WILL."

APPLICANTS DO NOT WRITE IN BOX: OFFICE USE ONLY

INTERVIEWED BY:			DATE:	
REMARKS:				
NEATNESS:		ABILITY:		
HIRED: <input type="checkbox"/> Yes <input type="checkbox"/> No	DEPT:	POSITION:	START DATE:	SALARY:
APPROVALS:				
1. _____ EMPLOYMENT MANAGER:		2. _____ EMPLOYMENT HEAD:		3. _____ GENERAL MANAGER: