



KERBEY LANE CAFE, INC.
APPLICATION FOR EMPLOYMENT

AN EQUAL OPPORTUNITY EMPLOYER

PERSONAL/GENERAL INFORMATION

Date \_\_\_\_\_

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

SS#: \_\_\_\_\_ Phone #: (\_\_\_\_) \_\_\_\_\_

Are you age 16 or older? Yes [ ] No [ ] (If No, hiring is subject to verification that you are of legal minimum age to work.)
Are you authorized to work in the United States? Yes [ ] No [ ] (Proof of your legal right to work in the United States will be required after being hired. We also verify social security information of all employees upon hire.)
Driver's License # \_\_\_\_\_ State \_\_\_\_\_ Exp. Date \_\_\_\_\_
Have you been convicted of a felony within the past ten years? Yes [ ] No [ ]
If yes, please explain: \_\_\_\_\_

(A conviction will not automatically bar you from employment.)
Names of friends or relatives employed by Kerbey Lane Cafe, Inc.: \_\_\_\_\_
Have you ever worked for Kerbey Lane Cafe, Inc.? Yes [ ] No [ ]
If yes, give dates: \_\_\_\_\_
Have you ever been fired? Yes [ ] No [ ]
If yes, please explain: \_\_\_\_\_

The position you are applying for requires continuous walking, standing, lifting, bending and other movement as well as verbal communication with co-workers and customers. In that regard, do you have the physical and/or mental capabilities to perform, with or without reasonable accommodations, the following essential functions of the job?

- Stand and/or walk for up to 6-8 hours Yes [ ] No [ ]
Work around temperatures of 100+ degrees Yes [ ] No [ ]
Lift 40 pounds Yes [ ] No [ ]
Read and write English Yes [ ] No [ ]
Communicate effectively orally Yes [ ] No [ ]
Mentally alert and capable of remembering names, details and oral instructions Yes [ ] No [ ]
Listen to the needs and advice of co-workers and customers and be aware of surroundings Yes [ ] No [ ]

Do you have current TABC certification to serve alcohol beverages? Yes [ ] No [ ]
If yes, provide certification number and expiration date. \_\_\_\_\_
Are you currently registered with the City of Austin as a Certified Food Handler? Yes [ ] No [ ]
If yes, provide registration number and expiration date. \_\_\_\_\_

EDUCATION

Name of most recent school attended: \_\_\_\_\_ Location \_\_\_\_\_

Course of study \_\_\_\_\_ Enrolled? Yes [ ] No [ ]
Highest education completed: High School Some College College Degree

EMPLOYMENT DESIRED

Position(s) applying for: \_\_\_\_\_ Wage/Salary Desired: \_\_\_\_\_
Days available to work: S M T W T F S Full-time [ ] Part-time [ ]
Location Preferred (may choose more than one) Kerbey Ln. S. Lamar Research Blvd. Guadalupe
Shift preference: Breakfast [ ] Dinner [ ] Late Night [ ] Date available to report to work: \_\_\_\_\_

# EMPLOYMENT RECORD

List all jobs and activities, which indicate your qualifications including military service, schools, and part time employment while in school, self-employment and periods of unemployment for the past 5 years. Please also list significant experience more than 5 years ago. **Begin with most recent. Use a separate sheet of paper if you need extra space.**

MAY WE CONTACT YOUR PRESENT EMPLOYER?    Yes    No

**Company Name** \_\_\_\_\_ **Telephone** \_\_\_\_\_

Address \_\_\_\_\_ Employment Period

From \_\_\_\_\_ To \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Hourly Rate (BASE)

Start \_\_\_\_\_ Final \_\_\_\_\_

Job Description \_\_\_\_\_ Reason for leaving \_\_\_\_\_

**Company Name** \_\_\_\_\_ **Telephone** \_\_\_\_\_

Address \_\_\_\_\_ Employment Period

From \_\_\_\_\_ To \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Hourly Rate (BASE)

Start \_\_\_\_\_ Final \_\_\_\_\_

Job Description \_\_\_\_\_ Reason for leaving \_\_\_\_\_

**Company Name** \_\_\_\_\_ **Telephone** \_\_\_\_\_

Address \_\_\_\_\_ Employment Period

From \_\_\_\_\_ To \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Hourly Rate (BASE)

Start \_\_\_\_\_ Final \_\_\_\_\_

Job Description \_\_\_\_\_ Reason for leaving \_\_\_\_\_

\*BASE PAY IS YOUR BASIC RATE OF PAY EXCLUDING OVERTIME PREMIUMS, SPECIAL BONUSES OR ALLOWANCES

I certify that all information given on this application is true, correct and complete to the best of my knowledge and that falsification or omission of information is grounds for denial of employment or immediate dismissal.

Although Kerbey Lane Cafe makes every reasonable effort to accommodate work schedules, business needs may at times make the following conditions mandatory: overtime; changes in work schedules; working on holidays or weekends; and /or a work schedule other than Monday through Friday. I understand and accept these as conditions of my employment, if hired.

Kerbey Lane Cafe, Inc. is hereby authorized to make any investigation of my employment (current employment, if indicated above that this would not pose any difficulty), educational or background history through any investigative agencies or bureaus of its choice. I release all relevant parties from all liability of any damages resulting from furnishing such information.

As a condition of and/or in conjunction with beginning employment, I will be required to complete additional forms and provide additional information to Kerbey Lane Cafe.

I understand that this is an application for employment and that no employment contract, either expressed or implied, is being offered.

If an employment relationship is established, I understand that I have the right to terminate my employment at any time and that Kerbey Lane Cafe, Inc. retains the same right.

Signed this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ Applicant Signature \_\_\_\_\_