

# THE WINE LOFT - STANDARD APPLICATION FOR EMPLOYMENT

PLEASE PRINT NEATLY OR TYPE ALL REQUESTED INFORMATION – INCOMPLETE OR ILLEGIBLE APPLICATIONS WILL NOT BE CONSIDERED

THE WINE LOFT IS AN EQUAL OPPORTUNITY EMPLOYER.

Applicants are considered for all positions with out regard to race, color, religion, sex, age, disability, national origin, or marital status.

**Position Applying For:** \_\_\_\_\_ **Location:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**First Name:** \_\_\_\_\_ **Last Name:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Phone No 1:** \_\_\_\_\_ - \_\_\_\_\_ **Phone No 2:** \_\_\_\_\_ - \_\_\_\_\_

Have you ever worked for this company before? : \_\_\_\_\_ If yes, where? : \_\_\_\_\_

How did you hear about us? : \_\_\_\_\_

Are you over the age of 18? : \_\_\_\_\_ 21? : \_\_\_\_\_ Are you legal to work in the United States? : \_\_\_\_\_

If you are hired can you present evidence of citizenship or eligibility to work in the U.S.? : \_\_\_\_\_

Are you able to perform all of the essential functions or the job for which you are applying? : \_\_\_\_\_

**If hired, on what date can you start?** \_\_\_\_\_ **Total Weekly Hours Desired:** \_\_\_\_\_

## Please Fill in Time / Hours / Days Available Below

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Please list any other circumstances that may limit hours of availability: \_\_\_\_\_

## Please Provide Name and Location

## Graduate? Degree Acquired

High School: \_\_\_\_\_

College or University: \_\_\_\_\_

Trade School: \_\_\_\_\_

**What other experience, training, skills, or qualifications do you have that make you especially suited for work at Wine Loft?:** \_\_\_\_\_

**LIST YOUR LAST FOUR EMPLOYERS BEGINNING WITH MOST RECENT OR PRESENT EMPLOYER FIRST. PLEASE ACCOUNT FOR ALL PERIODS OF EMPLOYEMENT. THIS MUST BE COMPLETED EVEN IF PROVIDING A RESUME.**

**Present or Last Employer:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Employed From:** \_\_\_\_\_ **To** \_\_\_\_\_ **Supervisors Name:** \_\_\_\_\_

**Starting Pay:** \_\_\_\_\_ **per** \_\_\_\_\_ **Position / Duties:** \_\_\_\_\_

**Ending Pay:** \_\_\_\_\_ **per** \_\_\_\_\_ **Reason for Leaving:** \_\_\_\_\_ **May We Contact? :** \_\_\_\_\_

**Present or Last Employer:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Employed From:** \_\_\_\_\_ **To** \_\_\_\_\_ **Supervisors Name:** \_\_\_\_\_

**Starting Pay:** \_\_\_\_\_ **per** \_\_\_\_\_ **Position / Duties:** \_\_\_\_\_

**Ending Pay:** \_\_\_\_\_ **per** \_\_\_\_\_ **Reason for Leaving:** \_\_\_\_\_ **May We Contact? :** \_\_\_\_\_

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**Ending Pay:** \_\_\_\_\_ **per** \_\_\_\_\_ **Reason for Leaving:** \_\_\_\_\_ **May We Contact? :** \_\_\_\_\_

**Present or Last Employer:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Employed From:** \_\_\_\_\_ **To** \_\_\_\_\_ **Supervisors Name:** \_\_\_\_\_

**Starting Pay:** \_\_\_\_\_ **per** \_\_\_\_\_ **Position / Duties:** \_\_\_\_\_

**Ending Pay:** \_\_\_\_\_ **per** \_\_\_\_\_ **Reason for Leaving:** \_\_\_\_\_ **May We Contact? :** \_\_\_\_\_

**Personal Reference Name:** \_\_\_\_\_ **Telephone No.:** \_\_\_\_\_

**Personal Reference Name:** \_\_\_\_\_ **Telephone No.:** \_\_\_\_\_

**Please Read the Following Paragraphs Carefully then Initial Each Paragraph and Sign Below**

\_\_\_\_\_ I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned have completed this application. In understand that any omission or misstatement of material fact on this application or any document used to secure employment shall be grounds for rejection of this application or immediate discharge if I am employed.

\_\_\_\_\_ I authorized this company to thoroughly investigate all information contained in this application and accompanying resume, if any. I further authorize the references that I have listed to provide the company with relevant information and opinions that may be used in the making of a hiring decision. I release The Wine Loft affiliates, former employers, and all other persons from any claims, demands, or liabilities arising out of or in any way related to this investigation.

\_\_\_\_\_ I understand that neither this application nor any statement made to me during any pre-employment discussion with the company can create a contract of employment. I understand and agree that, if hired, employment with this company is at the mutual consent of the employee and the company. Employment is considered "at-will" and accordingly, may be terminated by the company or the employee at any time during the employment relationship, with or without cause or prior notice, This application supersedes anything I have previously received, signed or been told regarding employment with the company. I understand that no person is authorized to waive or change any of the terms in this employment application.

**Applicant Signature:**

**Date:**