

# EMPLOYMENT APPLICATION

## Echo Lake Café

1195 Hwy 83 Bigfork, MT 59911

406-837-1000

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

Date: \_\_\_\_\_

Home Address: \_\_\_\_\_

Mobile phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Job Position Applied For: \_\_\_\_\_

Full or Part Time? \_\_\_\_\_

Who referred you to our company? \_\_\_\_\_

Do you have any friends or relatives who work here? If yes, please list here:

\_\_\_\_\_

Have you applied to our company previously? \_\_\_\_\_ Yes \_\_\_\_\_ No    If yes, when? \_\_\_\_\_

Are you at least 14 years old? \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you at least 18 years old? \_\_\_\_\_ Yes \_\_\_\_\_ No

How will you get to work? \_\_\_\_\_

Are you willing to work any shift, including holidays and weekends? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, please state any limitations:

\_\_\_\_\_

If you are offered employment, when would you be available to begin work?

\_\_\_\_\_

If you are offered employment, if applicable, what would your last day or major schedule change need to be? Ie. school starting, moving away etc.

\_\_\_\_\_

Do you have any long trips planned in the near future? \_\_\_\_\_

If hired, are you able to submit proof that you are legally eligible for employment in the United States?

\_\_\_\_\_ Yes \_\_\_\_\_ No

### **School Information**

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

Years Completed: \_\_\_\_\_

Date school ends/ begins if you are still attending: \_\_\_\_\_

Year Graduated: \_\_\_\_\_

Average GPA: \_\_\_\_\_

College Name: \_\_\_\_\_

Years Completed: \_\_\_\_\_

Date school ends/ begins if you are still attending: \_\_\_\_\_

Graduated?: \_\_\_\_\_

Average GPA: \_\_\_\_\_

### **Applicant Employment History**

List your current or most recent employment first, followed by the position you held prior to that, and so on

Business Name: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Job Duties: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Dates of Employment (Month/Year): \_\_\_\_\_

Business Name: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Job Duties: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Dates of Employment (Month/Year): \_\_\_\_\_

Please provide any other information that you believe should be considered, including whether you are bound by any agreement with any current employer:

\_\_\_\_\_  
\_\_\_\_\_

We know we are awesome, but why do you want to work at Echo Lake Café!?

\_\_\_\_\_  
\_\_\_\_\_

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### **CERTIFICATION**

I certify that the information provided on this application is truthful and accurate. I understand that providing false or misleading information will be the basis for rejection of my application, or if employment commences, immediate termination.

I authorize Echo Lake Cafe to contact former employers and educational organizations regarding my employment and education. I authorize my former employers and educational organizations to fully and freely communicate information regarding my previous employment, attendance, and grades. I authorize those persons designated as references to fully and freely communicate information regarding my previous employment and education.

I HAVE CAREFULLY READ THE ABOVE CERTIFICATION AND I UNDERSTAND AND AGREE TO ITS TERMS.

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
DATE