



EMPLOYMENT APPLICATION

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First M.I.

Address: \_\_\_\_\_  
Street Address Apartment/Unit #  
\_\_\_\_\_  
City State ZIP Code

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Date Available: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_

Days/Shifts Available: \_\_\_\_\_

Position you are applying for: \_\_\_\_\_

Are you a citizen of the United States? YES NO YES NO  
  If no, are you authorized to work in the U.S.?

Have you ever worked for this company? YES NO If yes, when/where?  
  \_\_\_\_\_

How did you hear about this opportunity:  
 Web Posting  Employee Referral \_\_\_\_\_

Career Center  Walk in  Other:

Are you interested in serving with Tavolina Catering & Events? Yes  No

Have you ever been convicted of a Misdemeanor or Felony? Yes  No

If yes, please explain. This is not an automatic bar to employment:  
\_\_\_\_\_  
\_\_\_\_\_



### Education

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

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO Degree: \_\_\_\_\_

### Professional References

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

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

### Emergency Contact

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

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Address: \_\_\_\_\_ Phone: \_\_\_\_\_





Military Service

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, explain: \_\_\_\_\_

Accommodation

Are you able to perform all of the job functions of the position(s) for which you are applying, with or without a reasonable

accommodation? Yes  No

Please explain any gaps of employment 3 months or longer:

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## WAIVERS AND DISCLOSURES

Please read each section carefully and sign where indicated.

### AT-WILL EMPLOYMENT

It is my understanding that this employment application, or the granting of an oral interview, does not represent a contract of employment or a promise of future benefits by this organization. I understand and agree that, if hired, my employment will be at-will in nature and may be terminated, with or without cause, at any time, by either myself, or my employer. I also understand that this written statement supersedes any and all oral representations made by agents or representatives of this organization.

### CERTIFICATION OF TRUTH AND ACCURACY

I certify that the information in this application is true, complete and correct. I understand that false answers, statements, or significant omissions made by me on this form shall be sufficient cause for denial of employment or discharge.

### NOTIFICATION AND AUTHORIZATION TO CONDUCT BACKGROUND INVESTIGATION

I authorize all individuals, schools and employers named, except as specifically limited on this application, to provide information requested about me, and I release them from liability for damages in providing this information. I understand and acknowledge that Savco Hospitality is entitled to rely on the representations made by me in the hiring process, and therefore I understand and acknowledge that any misrepresentation or omission of fact by me can result in immediate discharge if deemed appropriate by Savco Hospitality. I understand that passing the background check is a condition of employment. A negative background check can be grounds for dismissal, even if an offer has been made to me and I have been hired.

### NON-DISCRIMINATION POLICY

Savco Hospitality is an equal opportunity employer and complies with all laws prohibiting discrimination on the basis of sex, race, color, creed, national origin, age, religion, height, weight, marital status, sexual orientation, gender identity, gender expression, veteran status, or disability. Under the Michigan Handicappers' Civil Rights Act and the federal Americans With Disabilities Act, an employer has a legal obligation to accommodate an employee's or job applicant's handicap unless the accommodation would impose an undue hardship on the employer. A handicapper may allege a violation against an employer regarding a failure to accommodate his or her handicap under Michigan law only if the handicapper notifies the employer in writing of the need for accommodation within 182 days after the date the handicapper knew or reasonably should have known that an accommodation was needed,

This application will be considered for a ninety-day period after its receipt by Savco Hospitality. Should you wish to be considered after the expiration of this period, you must reapply.

PLEASE SIGN HERE: \_\_\_\_\_ Date \_\_\_\_\_