



APPLICATION for EMPLOYMENT

PERSONAL INFORMATION

Last Name	First	Middle	Date
Address	City	State	Zip
Have you ever applied for employment with, or worked for HuHot before? Yes: No: If yes, when? Where?			Home Phone
Are you under 18 years of age? Yes: No: If you are 14,15,16, or 17 years old, please give your date of birth:			Work Phone
Do you have any relatives working for this company? Yes: No: If yes, please list:			Position Desired: Pay Desired:
Within the past 10 years, have you ever been convicted of a crime other than a minor traffic violation? Yes: No: If yes, please describe in full: _____ <small>(Note: Criminal convictions are not an absolute bar to employment, and will only be considered in relation to specific job requirements.)</small>			
Would you prefer to work full-time or part-time? Full-time Part-time If part-time, specify days and hours:			Who referred you to us?
Will you work overtime if asked? Yes: No:			Date you can start
Physician (or other responsible party) to contact in case of an emergency? Name: Phone:			Would you accept employment in another city? Yes No

EMPLOYMENT HISTORY – PRESENT or MOST RECENT

Company Name	Phone
Address	City State Zip
Name of Supervisor	Employed (month/year) From: To:
Name of Supervisor May we contact this person? Yes No If not, why?	Reason for leaving?
Job Description	

EMPLOYMENT HISTORY - PREVIOUS

Company Name	Phone
Address	City State Zip
Name of Supervisor	Employed (month/year) From: To:
Name of Supervisor May we contact this person? Yes No If not, why?	Reason for leaving?
Job Description	

EMPLOYMENT HISTORY - PREVIOUS

Company Name	Phone
Address	City State Zip
Name of Supervisor	Employed (month/year) From: To:
Name of Supervisor May we contact this person? Yes No If not, why?	Reason for leaving?
Job Description	

EDUCATION

Level	School Name	Location (city/state)	Course of Study	Years Completed	Did you graduate?

REFERENCES

Please list three persons (other than relatives and past employers) who have knowledge of your skills and abilities in the area for which you have applied.

Name	Address	Phone

COMMENTS

Please write a few words about yourself and how your skills would qualify you for a position with HuHot.

ACKNOWLEDGEMENT and SIGNATURE

The information provided in this Application for Employment is true, correct and complete. I understand that any false information or deliberate omission of information requested will be sufficient reason for rejection of my application or termination of my employment.

I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future, and that employment can be terminated by the company, or me, without liability to me for wages or salary, except what I have earned as of the date of termination.

In making this application, I also understand that all information I have furnished may be verified by contacting former employers (except where I have otherwise indicated) and personal references, and authorize them to provide such information. I authorize you to engage an investigative consumer reporting agency to report on my credit and personal history. If a report is obtained you must provide, at my request, the name of the consumer reporting agency so I may obtain from them the nature and substance of the information contained in the report.

Date

Signature

HuHot Mongolian Grill is an equal opportunity employer.

Please take a few minutes to be sure you have completed every item. Thank you for your application!