



# JOPAC LLC dba Times Square Restaurant

## Employment Application

An Equal Opportunity Employer

Please Print

\_\_\_\_\_  
 Date Last Name First Name Middle Initial  
 Present Address  
 \_\_\_\_\_  
 No. & Street City State Zip Code  
 Permanent Address (if different from present address)  
 \_\_\_\_\_  
 No. & Street City State Zip Code  
 \_\_\_\_\_  
 Home Phone Cell Phone Email

### Employment Desired

Positions applying for: (Circle)

Hostess / Takeout / Busser / Runner / Server / Bartender / Cook / Dishwasher / Other \_\_\_\_\_

Are you applying for:

- Regular full-time work?.....  Yes  No  
 Regular part-time work?.....  Yes  No  
 Temporary work, e.g. summer or holiday work?.....  Yes  No

What days and hours are you available to work? (Check One)

- Any; -Or-  
 Able to work the following Days/Hours (Check all that apply)

Shift Approx. Times	Mon	Tue	Wed	Thu	Fri	Sat	Sun
5am-2:30p							
10a-6p							
3p-12a							

If applying for temporary work during what period of time will you be available? From: \_\_\_\_\_ To: \_\_\_\_\_

- Would you be available to work off site Banquets? .....  Yes  No  
 Are you available for work on weekends?.....  Yes  No  
 Would you be available to work overtime, if necessary?  Yes  No  
 If hired, what date can you start work? \_\_\_\_\_

Salary desired: \_\_\_\_\_

### Personal Information

Have you ever applied to or worked for JOPAC LLC dba Times Square Restaurant before?.....  Yes  No  
If yes, when? \_\_\_\_\_

Do you have any friends or relatives working for JOPAC LLC dba Times Square Restaurant?.....  Yes  No  
If yes, state name(s) and relationship:

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Position \_\_\_\_\_  
 Name \_\_\_\_\_ Relationship \_\_\_\_\_ Position \_\_\_\_\_

Why are you applying for work at JOPAC LLC dba Times Square Restaurant? \_\_\_\_\_

If hired, would you have a reliable means of transportation to and from work? .....  Yes  No  
If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country?  Yes  No

Are you at least 18 years old? (if under 18, hire is subject to verification that you are of minimum legal age)  Yes  No  
Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation?...  Yes  No If no, describe the functions that cannot be performed.

(Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination, and to skill and agility tests.)





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Personal Information (Continued)

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Have you ever been convicted of a criminal offense (felony or serious misdemeanor)? (Misdemeanor convictions for marijuana-related offences that are more than two years old need not be listed.)

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)

Are you currently employed?
If so, may we contact your current employer?

Education, Training and Experience

Table with 5 columns: School, Name and Address, No. of Years Completed?, Did you Graduate?, Degree or Diploma. Rows include High School, College/University, and Vocational/Business.

Option: Many of our customers (clients) do not speak English. Do you speak, write or understand any foreign languages?
If yes, which language(s)?

Do you have any other experience, training, qualifications, or skills that you feel make you especially suited for work at JOPAC LLC dba Times Square Restaurant?
If so, please explain:

Military Service

Have you obtained any special skills or abilities as a result of service in the military?
If so, describe:

Employment History





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List below all present and past employment starting with your most recent employer (last five years is sufficient). Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer, Phone Number, Type of Business, Your Supervisors Name, Address & Street, City, State, Zip Code, Dates of Employment, Hourly Rate/Annual Salary, Starting/Ending, Your Position and Duties, Reason for Leaving, May we contact this employer for a reference?

Name of Employer, Phone Number, Type of Business, Your Supervisors Name, Address & Street, City, State, Zip Code, Dates of Employment, Hourly Rate/Annual Salary, Starting/Ending, Your Position and Duties, Reason for Leaving, May we contact this employer for a reference?

References

List below three persons not related to you who have knowledge of your work performance within the last three years.

Ref. #1, Ref. #2, Ref. #3. Fields for First Name, Last Name, Phone Number, Occupation, No. of Years Acquainted.

Please Read Carefully, Initial Each Paragraph and Sign Below





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Initials

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 applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

Initials

I hereby authorize JOPAC LLC dba Times Square Restaurant to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the Company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

Initials

I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the Company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the Company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the Company's designated representative.

Initials

Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien or outstanding judgment) be conducted by internal personnel employed by the Company, I am entitled to copies of any such public records obtained by the Company unless I mark the check box below. If I am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below.

I waive receipt of a copy of any public record described in the paragraph above.

Date \_\_\_\_\_

Applicants Name (Print) \_\_\_\_\_

Applicants Signature \_\_\_\_\_