

APPLICANT INFORMATION

Full Legal Name (first, middle, last)		Soc. Sec. No.
Present Address		How long lived there?
City	State	ZIP
Previous Address		How long lived there?
City	State	ZIP
Phone ()	E-mail Address	
Who referred you to this company? (What prompted your applying to us?)		
Have you ever worked for this company? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, when and where?		
Do you work anywhere else in your spare time? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, where?		No. of hours?
Are you "greater than or equal to" 18 years of age? YES <input type="checkbox"/> NO <input type="checkbox"/>		

CONVICTION INFORMATION: An applicant with a sealed record of entries on file with the commissioner of probation may answer "no record" to an inquiry about prior convictions. In addition, any applicant for employment may answer "no record" to any inquiry relative to all cases of delinquency or as a "child-in-need-of-service" in which no criminal prosecution resulted. No applicant will be rejected on the basis of a felony conviction, unless that conviction directly impacts on the requirements of the position for which the applicant is applying.

Have you ever been convicted of a felony? YES NO If yes, explain

DO YOU HAVE A VALID DRIVER'S LICENSE

Position Applied for

(first choice)

(second choice)

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

Wage/Salary Expectation:

Availability Date

Hours of work (shifts) preferred

Are there any days or hours you are not available to work?

If so, please list

Drug screening and Background check may be performed prior to any job offer by company.

Hacienda Del Sol is a smoke free environment. Employees may not smoke on property.

 Do you smoke? YES NO

 Are you able to work at Hacienda Del Sol without smoking? YES NO
EDUCATION

SCHOOLS	NAME & ADDRESS OF INSTITUTION	LAST YEAR COMPLETED	DIPLOMA DEGREE	*DATES ATTENDED	AVERAGE GRADES	Degree
HIGH SCHOOL						
COLLEGE OR TRADE SCHOOL						
APPRENTICESHIPS OR OTHER						

*Information sought solely to facilitate reference checks.

ADMIN/CLERICAL APPLICANTS: TYPING SPEED _____ MS POWERPOINT _____ MS EXCEL _____ MS WORD _____ 10-KEY _____

DISCLAIMER AND SIGNATURE

PLEASE READ CAREFULLY AND SIGN THE STATEMENT BELOW:

Employees of Hacienda Del Sol and applicants for employment are afforded equal opportunity in all aspects for employment without regard to race, color, creed, religion, national origin, ancestry, age, sex, sexual orientation, gender identity, disability, veteran status or any other classification protected by law.

I certify that the information given above is true and complete and I understand that misrepresentation and/or withholding of information will lead to the rejection of this application or my discharge if discovered after employment begins. I authorize the Company to make inquiries regarding my history, character of prior employers, schools, etc. and hereby release employers, schools or individuals from all liability in responding to inquiries in connection to my application and release the Company from all liability with respect to such inquiries. I understand that a background check and drug testing will be made prior to job offer.

I understand that if employed, I will be an employee "at will" and may be terminated at any time, with or without cause, and with or without the option of either the Company or myself. I understand that Hacienda del Sol will do random drug testing. I also understand that no representative of the Company, other than the President, has any authority to make any agreement for employment for any specified period of time or to make any arrangement contrary to the foregoing and that such agreement must be in writing. If I am employed, I agree to abide by the Company's policies, rules and procedures and any changes thereto.

Signature

Date