

Name: _____ <div style="display: flex; justify-content: space-around; width: 100%;"> <i>First</i> <i>Last</i> </div>	Application Date: _____ <div style="text-align: right;"><i>Month/Day/Year</i></div>
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General Information

What restaurant(s) are you interested in working at? Teahouse Seasons Cardero's The Sandbar

What position(s) are you interested in working in? 1st Choice: _____ 2nd Choice: _____

What days are you available to work? **Day** Mon Tue Wed Thurs Fri Sat Sun
Night Mon Tue Wed Thurs Fri Sat Sun

How did you hear about us?
 Online: _____ (where) Newspaper: _____ (where) Posting: _____ (where)
 Sequoia Employee: _____ (employee's name) Other: _____

Personal Information

Address: _____		City: _____
Postal Code: _____	e-mail: _____	
Home Phone Number: _____	Other Phone Number: _____	
Are you legally entitled to work in Canada? <input type="checkbox"/> Yes <input type="checkbox"/> No	Social Insurance Number: _____	
Are you legally entitled to serve alcohol? <input type="checkbox"/> Yes <input type="checkbox"/> No	Serving It Right Certified Number: _____	
Are you FOODSAFE Certified? <input type="checkbox"/> Yes <input type="checkbox"/> No (Level 1 certified is a condition of employment for Kitchen employees)		

Work Experience (List current or most recent job first)

Employer: _____ Manager's Name: _____ Manager's Phone #: _____ May we contact this manager? <input type="checkbox"/> Yes <input type="checkbox"/> No	Position: _____ Employment: From _____ To _____ Rate of Pay: \$ _____ per hr. or \$ _____ per mo. Reason for leaving: _____
Employer: _____ Manager's Name: _____ Manager's Phone #: _____ May we contact this manager? <input type="checkbox"/> Yes <input type="checkbox"/> No	Position: _____ Employment: From _____ To _____ Rate of Pay: \$ _____ per hr. or \$ _____ per mo. Reason for leaving: _____

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Company Policies	
Employee Attitude:	Positive energy and attitude creates new business, retains regular customers and helps co-workers execute efficiently. A positive attitude towards the company, the customer, co-workers and management is expected of all employees. A lack or absence of a positive attitude may result in termination.
Representing Your Company:	When an employee speaks or takes action on behalf of Sequoia Company of Restaurants, they must take into consideration the company's policies and practices. All communication must be done in a professional manner, avoiding negative actions such as assuming, gossiping, speaking ill of the work place, co-workers, peers and/or customers.
Training & Development:	All new employees MUST complete their assigned training path within the designated timeframe. <i>Note:</i> The entire training path must be completed before an employee is given regular shifts. While Sequoia Company of Restaurants provides employee training and development it is the responsibility of each individual to initiate their own on-going development. This will ensure the employee's performance remains sharp and is continually moving forward. Continuous self development is a condition of employment.
Certification:	All kitchen employees must have FOODSAFE Basic and certification must be provided upon hiring. All employees serving alcohol must provide a valid Serving It Right certificate upon hiring.
Uniforms:	Employee must arrive to their shift in a proper clean and pressed uniform and well-groomed. All uniform items must be returned when employment is terminated with Sequoia Company of Restaurants.
Work Schedule:	Scheduling of work may be based on an averaging agreement policy which entitles employees to overtime based on hours worked in excess of an average of 40 hours per week, up to 12 hours per day, over a 4 consecutive week period.
Holidays:	Vacation is not permitted during the busy times between April 15 th and October 15 th and between December 1 st and January 2 nd . The company requires that all employees register their vacation requests with management for inclusion on the annual vacation block sheet.
Parking:	Employee parking is not provided at Sequoia Company of Restaurants. Parking is not allowed directly in front or behind restaurants. Employee's cars must be parked at a distance from the restaurant to ensure guests' have easy access to parking.

I have read, understand and agree to comply with the above Sequoia Company of Restaurant policies.

Applicant's Signature: _____

Date: _____

I certify that all the statements on this application are true and complete. I understand and agree that a false statement or omission of facts may disqualify me from employment or result in dismissal. I further understand that if hired my employment will start with a probation period. I agree to abide by all existing rules and regulations.

Applicant's Signature: _____

Date: _____

13/8/10