

DON & MILLIE'S

APPLICATION FOR EMPLOYMENT

Don & Millie's, an Equal Opportunity Employer, does not discriminate in hiring or terms and conditions of employment because of an individual's race, religion, color, sex, age, national origin, marital status or disability. Please answer all questions as completely as possible. YOUR APPLICATION WILL BE CONSIDERED ACTIVE FOR THIRTY (30) DAYS. FOR CONSIDERATION AFTER THAT YOU MUST REAPPLY. We encourage applications from qualified individuals with disabilities. You may request any needed accommodation to participate in the application process.

PERSONAL INFORMATION

Date: _____ Soc. Sec. No. _____

Name: _____

Address: _____
(Street) (City) (State) (Zip)

Telephone No.: _____

Are you at least 19 years of age? ____ Yes ____ No If not 19, are you at least 18 years of age? ____ Yes ____ No

If not 18, are you at least 16 years of age? ____ Yes ____ No

If under 18, can you submit a work permit? ____ Yes ____ No

Can you, after employment, submit verification of your legal right to work in the United States? ____ Yes ____ No

Activities Other Than Religious (Civic, Athletic, Fraternal, etc., exclude organizations, the name or character of which indicate the race, religion, color, national origin, ancestry, age or handicap of its members.):

EMPLOYMENT DESIRED

Position(s) applied for _____

Date you can begin _____ Salary desired \$ _____

Would you work Full-Time ____ Part-Time ____ Temporary ____ Specify day and hours if part-time: _____

Will you work Saturday? _____ Will you work Sunday? _____

Are you available to work overtime when necessary? ____ Yes ____ No

Are you able to perform the functions of the job for which you are applying (essential and/or marginal) with or without a reasonable accommodation? ____ Yes ____ No

Are you currently employed? _____ May we contact your present employer? _____

Do you have any commitment to another employer which might affect your employment with us?

Current Salary: \$ _____ per week

If you were employed under a name other than your present name, please indicate the former name: _____

Have you been convicted of any crime? ____ Yes ____ No (A conviction will not necessarily disqualify you from employment) If yes, explain: _____

Have you ever been discharged or requested to resign from a position? ____ yes ____ no. If yes, give circumstances.

EDUCATION AND TRAINING

Type of School	Name of School	No. of Years Attended	Graduated? (yes or no)	Major Courses	Major Degree
High School					
College					
Post Graduate					
Other Specialized Training					

High School

College

Post Graduate

Other Specialized Training

MILITARY SERVICE

Branch _____ Dates _____ Ending Rank _____

Present membership in Reserves or National Guard _____

Describe your duties: _____

OCCUPATIONAL HISTORY
(Start With Last Employer First)

Company _____ Location _____

Phone _____ Job _____

Supervisor _____ Dates Worked: From _____ To _____

Salary _____ Reason for Leaving _____

Company _____ Location _____

Phone _____ Job _____

Supervisor _____ Dates Worked: From _____ To _____

Salary _____ Reason for Leaving _____

Company _____ Location _____

Phone _____ Job _____

Supervisor _____ Dates Worked: From _____ To _____

Salary _____ Reason for Leaving _____

Company _____ Location _____

Phone _____ Job _____

Supervisor _____ Dates Worked: From _____ To _____

Salary _____ Reason for Leaving _____

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WORK EXPERIENCE REFERENCES

Please list references other than relatives.

Name	Position	Company	Phone	Years	Acquainted
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1. _____

2. _____

3. _____

State any additional information you feel may be helpful to us in considering your application:

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PLEASE READ CAREFULLY:

I certify that the information contained in this application is correct to the best of my knowledge and understand that falsification of this information is grounds for refusal to hire or, if hired, dismissal.

I authorize any of the persons or organizations referred to in this application to give you any and all information concerning my previous employment, education, or any other information they might have, personal or otherwise, with regard to any of the subjects covered by this application and release all such parties from all liability for any damage that may result from furnishing such information to you. I authorize you to request and receive such information, and I will indemnify you against any liability that may result from making such investigation.

As a condition of my employment with the company, I agree that all information which I receive in the course of my employment relating in any manner to, among other things, the business activities, customers, production processes, financial affairs, programs, concepts or designs of Don & Millie's are to be treated by me as trade secrets and kept in confidence, not to be disclosed to any unauthorized person either during or after my employment, or used by me in any manner adverse to the interests of Don & Millie's.

In consideration for my employment by your company, I agree to conform to the rules and regulations of the company and acknowledge that these rules and regulations may be changed, interpreted, suspended, withdrawn, or added to by your company at any time, at the company's sole option and without any prior notice to me.

I further acknowledge that my employment is **at-will** and may be terminated, and any offer of employment, if such is made, or my acceptance of an employment offer, if such is to occur, may be withdrawn, with or without cause, and with or without prior notice, at any time, at the option of the company or myself. I understand that no representative of the company other than the President, and then only in writing, signed by him and me, has any authority to enter into any agreement for employment for any specified period of time or to assure any other personnel action, either prior to commencement of employment or after I have become employed, or to assure any benefits or terms and conditions of employment, or make any agreement contrary to the foregoing. I understand that I cannot rely on any contrary oral or written statements.

I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment contract between Don & Millie's and myself for either employment or for providing of any benefit.

I acknowledge that any offer of employment to me by Don & Millie's is contingent upon my timely completing INS Form I-9 and producing the proper documents required by the Immigration Reform and Control Act of 1986. My failure to meet these requirements within the specified time will result in the termination of employment.

If my services terminate after accepting employment, I understand that Don & Millie's or any of its affiliates may supply, in confidence, my employment record to any prospective employer, with no liability to the Company or its staff.

I acknowledge that I have been advised that this application will remain active for no more than thirty (30) days from the date it was made.

Date: _____

Applicant