

Jacks Steakhouse
 1201 South 12th Street
 Bismarck, ND 58504
 TEL: 701-221-9120
www.jackssteakhouse.net



Office Use Only

Hire Date: _____ Rate: _____

Today's Date: _____

Application for Employment
 Please print or type. This application has multiple pages. Incomplete and/or unsigned forms will NOT be considered for employment.

-IMPORTANT-

Jacks Steakhouse is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Should an applicant need reasonable accommodation in the application process, he or she should contact a company representative.

Applicant Information

Name: Last:	First:	MI:	Social Security Number
Address:	City:	State:	Zip:
Daytime Phone:			
Are you under the age of 18? Yes No	Can you submit proof of age? Yes No		
Email Address:	Date of Application:		

Employment Position

Position(s) applying for:	Server	Cook	Prep Cook	Dishwasher	Bartender	Food Runner	Host/Hostess
(Circle all that apply)							
What type of work are you interested in?	Part-Time					Full-Time	
Salary Desired:							
Referred By?							Date available to start?
Are you currently employed? Yes No							If yes, may we contact current employer? Yes No
Availability (Indicate the days/nights available to work, along with how many hours you are available to work)							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Day							
Night							

Personal Information

Have you ever applied at or worked for Jacks Steakhouse before?	Yes	No	If yes, when?	
Do you have any friends, relatives, or acquaintances working for Jacks Steakhouse?	Yes	No	If yes, state name and relationship	Name: Relationship:
Are you a U.S. citizen or approved to work in the United States?	Yes	No		
What document can you provide as proof of citizenship or legal status?				
Have you ever been convicted of a criminal offense (felony or misdemeanor)?	Yes	No		
If yes please state the nature of the crime(s), when and where convicted and disposition of the case:				

***Note:** No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) applies for may, however, be considered.

Job Skills/Qualification

Please list below the skills and qualifications you possess for the position for which you are applying:

***Note:** Jacks Steakhouse complies with the ADA and considers reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions

Education & Training

	Name	Location (City, State)	Year Graduated	Degree
High School				
College/University				
College/University				
Vocational School/Specialized Training				

Military

Are you a member of the Armed Services? _____

What branch of the military did you enlist? _____

What was your military rank when discharged? _____

How many years did you serve in the military? _____

What military skills do you possess that would be an asset for this position?

Previous Employment

Month/Year	Name & Address of Employer	Supervisor Name	City, State, Zip Code	Salary	Position	Reason for Leaving

References

Please provide 3 personal & professional reference(s) below:

Name	Address	Relationship	Years Known

AT-WILL EMPLOYMENT

The relationship between you and Jacks Steakhouse is referred to as “employment at will.” This means that your Employment can be terminated at any time for any reason, with or without cause, with or without notice, by you or Jacks Steakhouse. No representative of Jacks Steakhouse has authority to enter into any agreement contrary to the foregoing “employment at will” relationship. You understand that your employment is “at will,” and that you acknowledge that no oral or written statements or representations regarding your employment can alter your at-will employment status, except for a written statement signed by you and either our Executive Vice-President/Chief Operations Officer or the Company’s President.

Applicant Signature: _____ Dated: _____