

F.O.H. APPLICATION FOR EMPLOYMENT

Grotto is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, national origin, the presence of mental, physical, or sensory disability, sexual orientation, or any other basis prohibited by federal, state or provincial law.

Please complete entire application to ensure processing

PERSONAL INFORMATION		(Please Print)		
NAME, Last	First	M.I.	Social Security #	Date
Other Names you are known by:			Are you less than 18 y/o?	Yes _____ No _____
<small>(Grotto is required to comply with federal, state, or provincial law)</small>				
US Applicant Only: Are you legally eligible for employment in the US?			Yes _____ No _____	Have you been convicted of a felony in the last 7 years?
<small>(Proof of US citizenship or immigration status will be required if hired for a position in the US)</small>			Yes _____ No _____	
<small>If yes, list convictions that are a matter of public record (arrests are not convictions) A conviction will not necessarily disqualify you for employment</small>				
Present Address	Street	City	State	Zip Code
Permanent Address	Street	City	State	Zip Code
Phone Number	Daytime/Evening		Referred By	

EMPLOYMENT DESIRED							
Position	Wage Desired			Date you can start			
	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Specify Availability (AM/PM)							
Are you able to work overtime?	Ever worked for Grotto before? Where, When?						

EDUCATION		Circle Last Year				Did You	Subjects studied and
	Name and Address of School	Completed				Graduate?	Degrees Received
High School		1	2	3	4	Y N	
College		1	2	3	4	Y N	
Post College		1	2	3	4	Y N	
Trade, Business or Correspondence School		1	2	3	4	Y N	

List Skills Relevant to the Position applied for:

What is your favorite Restaurant? What make this Restaurant your favorite?

What do you like about the Restaurant Business?

What is the one position that you would like to work at? Why do you think you could excel there?

Describe a specific situation where you provided excellent customer service. Why was your method effective?

FORMER EMPLOYERS

Date(M/D/Y)

List below current and last three employers, starting with most recent one first. Please include and non-paid/volunteer experience which is related to the job for which you are applying. Please complete even if you attach a resume.

1	Date(M/D/Y)	Current Employer(Name and Address of Employer - Type of Business)	Salary or Hourly	Position	Reason for Leaving
	FROM:		Start: _____		
TO:	End: _____				
Duties Performed:					
Supervisor:		Phone Number:	May we Contact?		
2	Date(M/D/Y)	Current Employer(Name and Address of Employer - Type of Business)	Salary or Hourly	Position	Reason for Leaving
	FROM:		Start: _____		
TO:	End: _____				
Duties Performed:					
Supervisor:		Phone Number:	May we Contact?		
3	Date(M/D/Y)	Current Employer(Name and Address of Employer - Type of Business)	Salary or Hourly	Position	Reason for Leaving
	FROM:		Start: _____		
TO:	End: _____				
Duties Performed:					
Supervisor:		Phone Number:	May we Contact?		
4	Date(M/D/Y)	Current Employer(Name and Address of Employer - Type of Business)	Salary or Hourly	Position	Reason for Leaving
	FROM:		Start: _____		
TO:	End: _____				
Duties Performed:					
Supervisor:		Phone Number:	May we Contact?		

REFERENCES

Give below the names of three professional references, whom you have known at least one year.

	Name	Address and Phone Number	Business	Years Acquainted/How?
1				
2				
3				

I hereby authorize Grotto to thoroughly investigate my background, references, employment record and other matters related to my suitability for employment. I authorize persons, schools, my current employer (if applicable), and previous employers and organizations contacted by Grotto to provide any relevant information regarding my current and/or previous employment and I release all persons, school, employers of any and all claims for providing such information. I understand that misrepresentation or or omission of facts may result in rejection of this application, or if hired, discipline up to and including dismissal. I understand that I may be required to sign a confidentiality and/or non-compete agreement, should I become an employee of Grotto Restaurant I understand that nothing contained in this application, or conveyed during any interview which may be granted, is intended to create an employment contract. I understand that filling out this form does not indicate there is a position open and does not obligate Grotto to hire me. I understand and agree that my employment is at will, which means that it is for no specified period and may be terminated by me or Grotto at any time without prior notice for any reason.

Date _____ Signature _____

For hourly positions please submit this application at your local Grotto. Otherwise, for non-hourly openings, please send to:
Grotto Oak Brook , LLC.
3011 Butterfield Road
Oakbrook , IL 60148

**WE ARE AN EQUAL OPPORTUNITY
 EMPLOYER COMMITTED TO HIRING
 A DIVERSE WORKFORCE**