



EMPLOYMENT APPLICATION

An Equal Opportunity Employer
750 Fifth Avenue, San Diego, CA 92101
Visit us on the Web at www.Xaviersbarngrill.com
Phone: (619) 233-0517 * Fax: (619) 271-8874



Instructions: Please read the instructions before completing the application. All applications for employment with Xavier's Bar & Grill must be made on this form and a separate application is required for each position. You may make copies of this application and enter different position titles, but each copy must have an original signature. A resume may be attached, but you must complete all spaces on the application to be considered for employment. All information submitted is subject to verification. A false or misleading statement may result in your disqualification. *Please clearly print or type all answers.*

POSITION TITLE: _____ **JOB ANNOUNCEMENT #:** _____

PERSONAL INFORMATION

Mr. Mrs. Ms. **DATE AVAILABLE FOR WORK:** _____

NAME: _____
Last First Middle Social Security Number

CURRENT ADDRESS: _____
Number & Street City State Zip

List any other names used if different from name given on application. _____

PHONE: Home: () _____ Message : () _____

Are you Under the Age of 18? **Yes** **No** *If Yes, state your age.* _____

E-MAIL ADDRESS: _____

EDUCATION & TRAINING

Circle Highest Grade Completed 1 2 3 4 5 6 7 8 9 10 11 12 High School Diploma or G.E.D. **Yes** **No**

Type of School	Name & Location of School	Dates Attended	Graduated		Expected Graduation Date	Degree/Certificate	Major/Minor Field of Study
			Yes	No			
Colleges or Universities		From: To:					
		From: To:					
		From: To:					
Technical, Vocational or Business Schools		From: To:					
		From: To:					
		From: To:					

SPECIAL TRAINING: List any special training program or courses you have attended which you feel may add to your qualifications. List course, date and institution.

COURSE TITLE	DATE	GRANTING INSTITUTION
_____	_____	_____
_____	_____	_____

SPECIAL SKILLS/QUALIFICATIONS: List special skills or qualifications (not listed above) you possess which you believe further qualify you for the position for which you are applying.

EMPLOYMENT HISTORY

In the space provided below, give your employment history beginning with your present or most recent employer. List each position held (even those with the same employer), including military, part-time, summer, volunteer work, and any periods of unemployment.

Employer: _____	Start Date	End Date
Address/City/State: _____		
Phone: (____) _____ Job Title: _____		
Supervisor: _____ Title: _____	Starting Salary	Final Salary
Reason for Leaving: _____		
Briefly Describe the Nature and Duties of Your Position		

Employer: _____	Start Date	End Date
Address/City/State: _____		
Phone: (____) _____ Job Title: _____		
Supervisor: _____ Title: _____	Starting Salary	Final Salary
Reason for Leaving: _____		
Briefly Describe the Nature and Duties of Your Position		

Employer: _____	Start Date	End Date
Address/City/State: _____		
Phone: (____) _____ Job Title: _____		
Supervisor: _____ Title: _____	Starting Salary	Final Salary
Reason for Leaving: _____		

Briefly Describe the Nature and Duties of Your Position

ADDITIONAL EMPLOYMENT INQUIRIES
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Have you ever been employed in any capacity by Xavier's Bar & Grill? (Check One) Yes No If yes, please indicate

Title of Position: _____ *Department:* _____
Dates of Employment: _____

Are you related to any person employed by Xavier's Bar & Grill? (Check One) Yes No If yes, please indicate

Name: _____ *Relationship:* _____
Department: _____ *Position:* _____

Have you ever been convicted of a MISDEMEANOR or FELONY and/or placed on probation, fined or given a suspended sentence such as deferred adjudication in court? List all cases other than minor traffic violations.

(Check One) Yes No If answer is Yes, please provide the following:

Date: _____ / _____ / _____ **Charge:** _____ **City/State:** _____
Disposition: _____
Date: _____ / _____ / _____ **Charge:** _____ **City/State:** _____
Disposition: _____

REFERENCES

Names of three persons (other than relatives) we may contact who have knowledge of your job related abilities.

Name	Telephone Contact	Address/City/State	Occupation

APPLICANT'S STATEMENT

I, the undersigned, certify that I have *read* and *fully understand* this form in its entirety and that the information provided is true and complete to the best of my knowledge. I understand that should any statement I have made prove false, misleading, or erroneous, it may result in the rejection of my application or discharge from Xavier's Bar & Grill service. I further understand that this application becomes the property of Xavier's Bar & Grill and will not be returned

I also understand that I will have the right to terminate my employment with Xavier's Bar & Grill at any time without notice and for any reason. I understand that Xavier's Bar & Grill has the same right. If required for the position, I also understand that as a condition of employment I will be subject to one or more of the following: criminal history investigation, reference checking. An employment offer received from Xavier's Bar & Grill is contingent upon information received.

Signature of Applicant

Date Signed

WE THANK YOU FOR YOUR INTEREST IN EMPLOYMENT WITH XAVIER'S BAR & GRILL.

AN EQUAL OPPORTUNITY EMPLOYER

APPLICATION RETURN PROCESS

You may return your application as follows:

- 1.) Bring it to Xavier's Bar & Grill, 750 Fifth Avenue, San Diego, Ca 92101
- 2) Fax it to (619) 271-8874 and mail the original to the address in #1.



Xavier's Bar & Grill
Human Resources Department
750 Fifth Avenue * San Diego, CA 92101
Voice (619) 233-0517 * Fax (619) 271-8874



AUTHORIZATION FOR RELEASE OF INFORMATION

I _____ Social Security Number _____
(Please Print Name)

I hereby authorize Xavier's Bar & Grill to thoroughly investigate my reference, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the agency any information and all letters, reports, and other information related to my work, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

Date

Applicant's Signature

Xavier's Bar & Grill Authorization for Release Info.

CONFIDENTIAL
APPLICATION SURVEY FORM

TO THE APPLICANT: The commitment of Xavier's Bar & Grill to a policy of equal employment opportunity requires that certain information be gathered and documented for statistical purposes. The following information is requested for Human Resource Office use only in order to assist us in complying with EEO reporting guidelines. Since this information will **NOT** be considered for employment purposes this page will remain separate from your Employment Application and will not be available for review at any time during the applicant selection process. In addition upon employment this information will not be used for any subsequent personnel decision.

PLEASE COMPLETE THE FOLLOWING:

Position applied for: _____ Job Announcement #: _____

Male Female

REFERRAL SOURCE:

Please indicate source from which you learned of this position. <i>(Check One)</i>		
<input type="checkbox"/> Newspaper _____ <i>Name of Newspaper</i>	<input type="checkbox"/> Radio _____ <i>Name of Station</i>	<input type="checkbox"/> Television _____ <i>Name of Station</i>
<input type="checkbox"/> Employment Agency	<input type="checkbox"/> Referred by In-house Employee _____ <i>Name of Employee</i>	
<input type="checkbox"/> Career Fair _____ <i>Location</i>	<input type="checkbox"/> Saw Poster _____ <i>Location</i>	<input type="checkbox"/> Received Flyer _____ <i>Location</i>
<input type="checkbox"/> Job Line	<input type="checkbox"/> Publication _____ <i>Name of Publication</i>	<input type="checkbox"/> Xavier's Bar & Grill Web site <input type="checkbox"/> Xavier's Job Announcement
<input type="checkbox"/> Other Computer/Internet Location _____ <i>Name of Location</i>	<input type="checkbox"/> Xavier's Bar & Grill Bulletin Board	
<input type="checkbox"/> College Recruiting Station _____ <i>College</i>	<input type="checkbox"/> Other _____	

RACE OR ETHNIC GROUP: (Please check the proper response) * Note Below

American Indian or Alaskan Native Black White Hispanic Asian or Pacific Islanders

MILITARY SERVICE STATUS: (Please check all that apply)

Veteran Non-Veteran Active Duty Reserves/Guard

Discharge Date: _____
Month *Day* *Year*

NOTE: For purposes of EEO statistical tabulation, the following categories are used:

AMERICAN INDIAN or ALASKAN NATIVE – All persons having origins in any of the original peoples of North America, and who maintain cultural identification through Tribal affiliation or community recognition.

BLACK – Includes persons of African descent as well as those identified as Jamaican, Trinidadian, and West Indian.

WHITE - Includes persons of Indo-European descent, including Pakistani and East Indian persons.

HISPANIC - Includes persons of Mexican, Puerto Rican, Cuban, Latin American, or Spanish descent.

ASIAN or PACIFIC ISLANDERS– Includes persons of Japanese, Chinese, Korean, Filipino descent, or Samoans.