

Date of Interview (Month/Day/Year) // Position Applied For:

China Garden Employment Application

Full Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Cell Phone: _____ Email: _____

Social Security Number: ___ - ___ - _____

Date of Birth(Month/Day/Year) ___ / ___ / ___

If you are under 18 years of age can you provide a work permit? Yes No _____

If no, please explain: _____

Are you a citizen of the United States? Yes No _____

If not are you allowed to work legally in the United States? Yes No _____

Have you ever pleaded guilty, no contest, or been convicted of a crime? Yes No _____

If yes, give dates and details: _____

Answering yes to these questions does not constitute an automatic rejection for employment. Date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be considered.

Please list your availability below

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
10:00 am							
11:00 am							
12:00 pm							
1:00 pm							
2:00 pm							
3:00 pm							
4:00 pm							
5:00 pm							
6:00 pm							
7:00 pm							
8:00 pm							
9:00 pm							
10:00 pm							

Drivers License Number (if applicable): _____

State of issue (must have proof of insurance): _____

Summarize your special skills or qualifications below:

Previous Employment (beginning with the most recent position)

Dates of Employment: From ___ / ___ / ___ To ___ / ___ / ___ Position(s) Held: _____

Company Name: _____ Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Supervisor: _____ Title: _____

Responsibilities: _____

Starting Salary and Title: _____ Ending Salary and Title: _____

Reason for leaving: _____

May we contact this employer as a reference? Yes No

Dates of Employment: From ___ / ___ / ___ To ___ / ___ / ___ Position(s) Held: _____

Company Name: _____ Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Supervisor: _____ Title: _____

Responsibilities: _____

Starting Salary and Title: _____ Ending Salary and Title: _____

Reason for leaving: _____

May we contact this employer as a reference? Yes No

Dates of Employment: From ___ / ___ / ___ To ___ / ___ / ___ Position(s) Held: _____

Company Name: _____ Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Supervisor: _____ Title: _____

Responsibilities: _____

Starting Salary and Title: _____ Ending Salary and Title: _____

Reason for leaving: _____

May we contact this employer as a reference? Yes No

I certify that I all answers are true, complete, and answered to the best of my knowledge. I do authorize any type of investigations or inquires of my personal, employment, educational, financial, or other related matters that must be looked at in order for me to be employed with China Garden. I hereby release employers, schools, or individuals from all liability when responding to any inquiries that China Garden may have in connection to my application.

In the event that I am employed and the information that I have listed becomes false or misleading, from the application or interview(s), I do understand that China Garden does have the right to terminate me.

Signature of Applicant: _____ Date: _____