|  |
| --- |
| **Personal Information** |
| Please Print (*Incomplete information could disqualify you from further consideration)* |
| Name |  |  |  | *(Should match Social Security Card)* |  |
| Last | First | Middle |  |
| Address |  |  |  |  |  |
| Number | Street | Apartment Number |  |
| Address |  |  |  |  |  |
| City | State | Zip Code |  |
| Primary Phone |  |  | Alternate Phone |  |  |
| Email Address  |  |  |
|  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Are you 18 years of age or older?  | [ ]  Yes | [ ]  No | If no, can you furnish proof of age? |  |  |
|  |
| Job(s) Applying For |  |  |
|  |
| Date Available |  | Wage Expected |  | Hours ExpectedPer Week |  |  |
|  |  |  |  |  |  |
| Only U.S. Citizens or Aliens who have a legal right to work in the U.S. are eligible for employment. Can you, upon employment, provide genuine documentation establishing your identity and eligibility to be legally employed in the United States? | [ ]  Yes | [ ]  No |
|  |
| Can you work any shift? | [ ]  Yes | [ ]  No | Can you work overtime, including weekends, and the week before Christmas? | [ ]  Yes | [ ]  No |
|  |
| Can you perform the essential functions of the position with or without reasonable accommodation for which you are applying? | [ ]  Yes | [ ]  No |
|  |  |  |
| If no, please explain (If you have any questions as to what functions are applicable to the position for which you are applying, please ask the interviewer before you answer this question). |
|  |  |  |
| Do you have any special skills, experience and/or training that would enhance your ability to perform the position applied for? | [ ]  Yes | [ ]  No |
| If yes, explain: |
|  |  |  |
| DO YOU HAVE A DRIVER’S LICENSE? **[ ]**  Yes **[ ]**  No Do you have a reliable means of transportation? **[ ]**  Yes **[ ]**  No Driver’s licenseNumber \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Issuing State \_\_\_\_\_\_\_\_ Expiration Date \_\_\_\_\_\_ Operator **[ ]** Commercial (CDL) **[ ]** Have you had any accidents during the past three years? \_\_\_\_\_\_\_ How many? \_\_\_\_\_\_\_\_Have you had any moving violations during the past three years? \_\_\_\_\_\_\_ How many? \_\_\_\_\_\_\_\_ |  |

|  |  |  |
| --- | --- | --- |
| 1. Have you ever been convicted of a felony? | [ ]  Yes  | [ ]  No |
| 2. Have you ever been convicted of a misdemeanor? | [ ]  Yes | [ ]  No |
| 3. Have you ever been convicted of any crime related to theft or dishonesty, or involving acts of violence?  | [ ]  Yes | [ ]  No |
|  |
| (Answering “Yes” to any of the above questions does not necessarily disqualify the applicant from consideration for employment with Popcorn Friday. Popcorn Friday will consider the offense for which you were convicted, the circumstances surrounding the conviction, and the date of the conviction are important factors in making its hiring decision. Falsifying any information regarding criminal conviction will disqualify the applicant from employment consideration.) |
| **If you answered “Yes” to any of the above conviction questions, please explain** |
|  |  |  |
|  |

|  |
| --- |
|  References |
| Give the names of three professional references, which you have known at least three (3) years. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Name | Address, Phone, Email | Company | Years Acquainted |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |

|  |
| --- |
| Education |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Type of School | Name of Institution City/State | Dates Attended | Graduated? Yes/No | Date of Graduation | Degree or Diploma | Major |
| High School |  | Fr |  | [ ]  Yes [ ]  No |  |  |  |
|  |  | To |  |  |  |  |  |
| College |  | Fr |  | [ ]  Yes [ ]  No |  |  |  |
|  |  | To |  |  |  |  |  |
| Other |   | Fr |  | [ ]  Yes [ ]  No |  |  |  |
|  |  | To |  |  |  |  |  |

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| Employment / volunteer History |
| List your work experience for the past five years, starting with the most recent job held. Attach additional sheets if necessary.(*Incomplete information could disqualify you from further consideration)* |

|  |  |  |  |
| --- | --- | --- | --- |
| From | To | Employer Name | Telephone  |
|  |  |  |  |
| Job Title | Address |
|  |  |
| Immediate supervisor and title | Summarize job responsibilities |
|  |  |
| Is this your current employer? **[ ]**  Yes **[ ]**  NoIf yes, may we contact your present employer? **[ ]**  Yes **[ ]**  No |
| Ending Salary | Reason for leaving |
| $ |  | Per |  |  |
| From | To | Employer Name | Telephone  |
|  |  |  |  |
| Job Title | Address |
|  |  |
| Immediate supervisor and title | Summarize job responsibilities |
|  |  |
| Ending Salary | Reason for leaving |
| $ |  | Per |  |  |
| From | To | Employer Name | Telephone  |
|  |  |  |  |
| Job Title | Address |
|  |  |
| Immediate supervisor and title | Summarize job responsibilities |
|  |  |
| Ending Salary | Reason for leaving |
| $ |  | Per |  |  |

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| --- |
| Applicant Statement |
| Please Read Carefully Before Signing |
| InformationAccuracy | By signing below, I certify that the answers and information, whether set out above, attached to this Employment Application, or provided to Popcorn Friday as a part of my application process, are true, accurate and complete to the best of my knowledge. I understand that if any such information is not true, accurate and complete, I may be disqualified from further consideration for employment, or, if discovered at a later date, dismissed from employment. I authorize Popcorn Friday to investigate all statements contained in this application for employment, and to investigate my character and qualifications. I authorize my prior employers, references, and others with information regarding my work, educational history, or my character, to provide Popcorn Friday all requested information and reference, and to cooperate fully with the investigation of my character and qualifications. I further release all the sources referenced (and all their employees, officer, directors and agents, and Popcorn Friday and its employees, officer, directors and agents) of all the claims and liability for any damage resulting from their furnishing any information, whether I agree or disagree with the content of the disclosed information. Thus, I understand that if any of the reference sources discloses information which I believe to be erroneous, I cannot bring any legal action against that source or Popcorn Friday regarding the disclosure of the information. |
| BackgroundCheck &FCRA | In consideration for employment, Popcorn Friday may obtain a consumer report, including a report from the Department of Motor Vehicles (if applying for a position involving driving during work hours), and/or background reports, which may include any criminal conviction records from any federal, state or local law enforcement agency or court, as a part of the process of considering my candidacy. In the event that information from the report is utilized in whole, or in part, in making an adverse decision with regard to my potential employment, before making the adverse decision, Popcorn Friday will provide me with a copy of the report and a description, in writing of my rights under The Fair Credit Reporting Act. (The Fair Credit Reporting Act defines specific rights in dealing with consumer reporting agencies. You may request a summary of these rights from Popcorn Friday at this time, if you wish.) I further release Popcorn Friday (and all their employees, officer, directors and agents) and any law enforcement agency from any and all liability for any damages resulting from furnishing any criminal conviction information, whether I agree or disagree with the contents of the information. |
| Employment At-Will | I understand that this application is not a contract of employment. I also acknowledge that no oral representations have been made, that no one within Popcorn Friday has the authority to make oral contracts whatsoever. I understand that if Popcorn Friday makes an offer of employment, my employment is terminable at-will, with or without cause, by either myself or Popcorn Friday at any time.  |
| PolicyComplianceProbationaryPeriod | If I am employed by Popcorn Friday, and in return for such employment, I agree to comply with all policies and procedures of Popcorn Friday, including the rules and regulations set forth in any handbook, manual, policy or any other communication. I also agree to submit to any lawful drug, polygraph, or integrity testing that may be required as a condition of employment, and understand that refusal to submit to such testing during the course of my employment may result in disciplinary action, up to and including discharge. I understand that any offer of employment would be contingent on my ability to produce documentation required by law to verify my identity and either U.S. citizen status or authorization to work in the U.S. Nothing herein creates a promise of employment, nor does it change the at-will nature of my employment if I am employed.I further understand that my employment with the Company shall be probationary for a period of ninety (90) days.BY MY SIGNATURE BELOW, I HEREBY AUTHORIZE POPCORN FRIDAY TO OBTAIN A CONSUMER REPORT AND/OR AN INVESTIGATIVE REPORT TO CONSIDER ME FOR EMPLOYMENT. I HEREBY ACKNOWLEDGE THAT I HAVE READ THE ABOVE STATEMENTS AND UNDERSTAND THEM, AND AGREE TO ALL CONDITIONS AND STATEMENTS SET FORTH ABOVE. |
| Signature of Applicant |  | Date |  |