

COURT AVENUE RESTAURANT & BREWING COMPANY

"An Equal Opportunity Employer"

309 COURT AVENUE – DES MOINES , IA 50309

PHONE 515.282.2739-FAX 515.282.3789

Name: _____ Today's Date _____
 Last First Middle

Address: _____

City: _____ State: _____ Zip: _____

Home tel. (____) _____ - _____ Cell tel. (____) _____ - _____

E-mail address _____

Position you are applying for _____

How did you learn about this position? _____

Availability: _____

Are you 21-years-old or older? Yes___ No___

If hired, can you provide proof of citizenship or legal right to work? Yes___ No___

Federal law requires that employers hire only individuals who are authorized to be lawfully employed in the United States. All offers of employment are subject to verification of the applicant's identity and employment authorization and it will be necessary for you to submit such documents as are required by law to verify your identification and employment authorization.

Are you able to perform the essential functions of the position for which you have applied with or without reasonable accommodation? Yes___ No___

If no, please explain _____

If hired, can you provide a valid Social Security Number? Yes___ No___

If the position requires a driver's license, include the number here _____

Have you ever been convicted of a felony or misdemeanor?) Yes___ No___

If yes, please explain on a separate sheet.

A conviction record will not necessarily be a bar to employment, and factors such as age and time of the offense, seriousness and nature of the violations, and rehabilitation will be taken into account

Have you ever worked for Court Avenue Brewing Company? Yes___ No___

Position? _____ Supervisor? _____ Date _____

Reason for leaving? _____

Special job-related skills, licenses or certificates _____

Job-related military experience _____

Are you fluent in other languages? _____ If so, please list _____

EDUCATION RECORD

Name of School	Major Field of Study	Degree or Years Completed

EMPLOYMENT RECORD (last 3 employers, starting with most recent)

Name of Employer	Date Started	Date Left
Address	Supervisor	
Title	Phone number	
Duties and Salary		
Reason for Leaving		

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Address	Supervisor	
Title	Phone number	
Duties and Salary		
Reason for Leaving		

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Address	Supervisor	
Title	Phone number	
Duties and Salary		
Reason for Leaving		

List Names of 3 References (excluding relatives) who are familiar with your work		
Name, Address & Phone Number	Organization & Position	Relationship & Years Known

Please make sure that you have filled out this employment application completely – failure to do so may indefinitely delay your consideration for employment. We will contact applicants in whom we have an interest so be sure you accurately list names, telephone numbers and addresses. Court Avenue Brewing Company retains applications for 90 days from the time of receipt. If a representative of the company has not contacted you in 90 days, you must reapply for an open job vacancy in order to be considered for employment.

If reasonable accommodation is needed for interviewing or testing, please notify the company in writing in advance of any scheduled appointment.

PRE-EMPLOYMENT STATEMENTS

I understand and voluntarily agree that:

1. I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and complete to the best of my knowledge. I certify that I have personally completed this application. I understand that any misrepresentation or omission of material fact in this application or document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.
2. I understand that any offer of employment I may receive from Court Avenue Brewing Company is contingent upon my successful completion of the Company’s total pre-employment screening process, including the Company’s receiving references that it considers satisfactory.
3. I understand that nothing contained in this application or conveyed during any interview that may be granted is intended to create an employment contract between Court Avenue Brewing Company and me. I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice or cause, at the option of myself or Court Avenue Brewing Company, and that no promises or representations contrary to the foregoing are binding on the Company unless made in writing and signed by the President or Managing Partner of Court Avenue Brewing Company.
4. I authorize and request Court Avenue Brewing Company to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize my former employers and those individuals I have listed as references to disclose to Court Avenue Brewing Company any and all letters, reports and other information related to my work record, including a statement of the reason for the termination of my employment, work performance, abilities and other qualities pertinent to my qualifications for employment without giving me prior notice of such disclosure. In addition, I hereby release Court Avenue Brewing 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.

Applicant’s Signature

Date