

RESUME MAY NOT BE SUBSTITUTED FOR APPLICATION

APPLICATION FOR EMPLOYMENT

First	Last	Middle	Date
Present Address -Street	City	State/Province	Zip/Postal Code
Phone Number	Email Address		
<p>Are you under 18 years of age? Yes ___ No ___ If Yes, can you furnish a work permit or a Certificate of Age if a non-student? Yes ___ No ___</p> <p>Are you legally eligible for employment in the U.S.? Yes ___ No ___ (All new hires will be required to provide proof of eligibility to work in the U.S.)</p> <p>Have you ever worked for Newport Harbor Corporation? Yes ___ No ___ If yes, please circle the business unit previously employed at; Avvio, Waterman Grille, Hemenway's, The Mooring, 22 Bowen's, The Smoke House, Trio, The Boat House Restaurant, Papa Razzi Trattoria, Castle Hill Inn, Bohlin Weddings and Events, Yachting Center, Corporate Offices</p> <p>Are you related to any shareholders of NHC? Yes ___ No ___</p> <p>I agree to work at any NHC location should I be employed by Newport Harbor Corporation. Yes ___ No ___</p>			

EMPLOYMENT DESIRED

Position _____ Date You Can Start _____ How many hours a week are you able to work? _____

Place a check mark on the days and shifts that you are AVAILABLE to work.

		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Availability	AM							
	PM							

Are you available to work Holidays? Yes ___ No ___

Are you currently certified in Alcohol Safety? Yes ___ No ___ State Certified in: _____ Date Certification Expires: _____

Are you currently certified in Food Safety? Yes ___ No ___ State Certified in: _____ Date Certification Expires: _____

How did you hear about our positions? (Please Circle One)

Walk-in Craigslist Indeed Referral (Friend/Relative) Other _____

Referral - Name and Position _____

TELL US MORE (This section is required for food & beverage positions only)

Describe what hospitality means to you

What do you love about food?

Describe in a few words what creates a positive work environment

EDUCATION	NAME AND ADDRESS OF SCHOOL	NUMBER OF YEARS ATTENDED	DID YOU GRADUATE?	SUBJECTS STUDIED/DEGREES RECEIVED
High School				
College				
Other (trade, business, correspondence)				

List any skills relevant to the position applied for: _____

FORMER EMPLOYERS This section **MUST** be completed, even if you are submitting a resume. (Please indicate if this is your first job)

DATE	NAME OF EMPLOYER	ADDRESS	POSITION	SUPERVISOR	REASON FOR LEAVING
To: From:	Previous Employer: May we Contact? Yes ___ No ___		Position: Duties/Responsibilities:	Name: Phone Number:	
To: From:	Previous Employer: May we Contact? Yes ___ No ___		Position: Duties/Responsibilities:	Name: Phone Number:	
To: From:	Previous Employer: May we Contact? Yes ___ No ___		Position: Duties/Responsibilities:	Name: Phone Number:	

REFERENCES (List three personnel references)

NAME	PHONE NUMBER	BUSINESS/TITLE	RELATIONSHIP	YEARS ACQUAINTED

PLEASE READ CAREFULLY AND SIGN THE STATEMENT BELOW:

I certify that the information given above is true and complete and I understand that misrepresentation and/or withholding of information will result in the rejection of this application or can be grounds for dismissal if discovered after employment begins. I authorize the Company to make inquiries of prior employers, schools, etc. regarding my history and character, and hereby authorize prior employers, schools, or individuals to respond to such inquiries and release the Company from any liability with respect to such inquiries. I also understand that I may need to participate in a drug screening process prior to my employment.

I further understand that if I am employed, the company is not employing me pursuant to a contract of employment and my employment is for no definite term and that I can be terminated without notice and without any cause at any time. I further understand that no verbal promises or guarantees are binding on the Company and that no one, other than the President of the Company, has authority to enter into an agreement for employment contrary to the above, and that any such agreement must be in writing. If I am employed, I agree to abide by the Company's rules and regulations and any changes thereto.

DATE: _____ SIGNATURE: _____