

# Valentini's Vicino Lago

# Employment Application Form

Application Date:

Interview Date:

## General Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Initial: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
Address: \_\_\_\_\_ Home Telephone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Position Applied For: \_\_\_\_\_ Salary Desired: \$ \_\_\_\_\_  
Date Available: \_\_\_\_\_ Hours Available: \_\_\_\_\_  Full Time  Part Time  Temporary  Permanent

Are you able to perform the essential job functions of the position you are applying with or without reasonable accommodations? <input type="checkbox"/> Yes <input type="checkbox"/> No	If hired, will you be able to work overtime? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are you at least 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you ever been convicted of a crime, excluding misdemeanors and summary offenses, which has not been annulled, expunged or sealed by court? A yes response does not automatically disqualify your application. If yes, please explain. <input type="checkbox"/> Yes <input type="checkbox"/> No	

## Education Information

School	Address	Major Studies	Degree, Diploma, License or Certificate (list type and date)
High School	_____	_____	_____
Vocation/Business/Other	_____	_____	_____
College/university	_____	_____	_____
College/university	_____	_____	_____
Graduate	_____	_____	_____

Other Special Knowledge, Skills or Qualifications : \_\_\_\_\_

Military Service (list dates, ranks and training): \_\_\_\_\_

Serving Skills : (Please list)

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## Employment History

List all employers, starting with the most recent position. All information must be completed. You may attach a resume, but not in place of completing the required information.

### Most Recent Employer \_\_\_\_\_

Is this your current employer?  Yes  No May we contact this employer for references?  Yes  No

Employed From: \_\_\_\_\_ Employed To: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Employer Name: \_\_\_\_\_ Employer Address: \_\_\_\_\_

Job Title: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_ Supervisor's Phone: \_\_\_\_\_

Job Duties and Responsibilities: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

### Most Recent Employer \_\_\_\_\_

Employed From: \_\_\_\_\_ Employed To: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Employer Name: \_\_\_\_\_ Employer Address: \_\_\_\_\_

Job Title: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_ Supervisor's Phone: \_\_\_\_\_

Job Duties and Responsibilities: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

<p><b>If tip allocation is required, I, the undersigned, agree that allocating tips based upon hours worked per tipped employee reflects a good faith approximation of the actual distribution of income among the tipped employees in this establishment. NOTE: IRS rules require that the allocation method "reflects a good faith approximation of the actual distribution of tip income."</b></p>
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## Other Information

Digital Dining or Restaurant Computer Experience \_\_\_\_\_

Volunteer Activities (list organization, type of service, dates) \_\_\_\_\_

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## Certification and Authorization

The above information is true and correct.

I authorize the Valentini's Vicino Lago to inquire into my education, past employment history, and references as needed to research my qualifications for this position.

If employed, I will be required to provide original documents which verify my identity and right to work in the United States under the Immigration Reform and Control Act (IRCA) of 1986. The document(s) provided will be used for the completion of Form I-9.

I hereby acknowledge that I have read and agree to the above statements.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Return To:  
Valentini's Vicino Lago  
1400 London Road  
Duluth, MN 55805**