



7 Tarkiln Rd. Kingston, MA 02360 781-585-5151

**NOTICE
READ THIS CAREFULLY BEFORE FILLING OUT THIS APPLICATION**

APPLICATION FOR EMPLOYMENT

In order for your application to be properly evaluated, it is essential that all of the questions be answered completely and truthfully. Fill it out in detail. Truthful answers are not only the greatest indication of a person's character, but will get you more consideration for this position than a good impression you may try to make with untruthful answers. The contents of any employment application must be verified before we hire.

UNDER NO CIRCUMSTANCES WILL YOU BE ASKED ANY PERSONAL OR EMBARRASSING QUESTIONS. Remember... You are not expected to be perfect. We are looking for truthful answers concerning your background, not perfect answers.

Please sign below as an indication of your willingness to voluntarily submit to an informal interview to verify the contents of your employment application and work background.

Signature _____ Date _____

First Name	Initial	Last Name	Social Security No.
Street Address		City	State
Zip	Home Phone	Cell	Today's Date

Position(s) of Interest (check those that apply):

- | | |
|---|-------------------------------------|
| <input type="checkbox"/> Cashier/Customer Service | <input type="checkbox"/> Sales |
| <input type="checkbox"/> Bar Service | <input type="checkbox"/> Party Host |
| <input type="checkbox"/> Maintenance/Mechanic | |

*****ALL APPLICANTS MUST BE ABLE TO WORK WEEKENDS AND HOLIDAYS*****

Are you able to work these shifts (yes or no)? _____

Education

How many years of schooling have you completed? _____

(1-8 Elementary) (9-12 High School) (13-16 College) (17-20 Graduate School)

High School/College	Location City/State	Contact Person/ Counselor	Grade Point Avg.	Graduated or now enrolled?

Have you attended any technical or specialized schools or courses (yes or no)? _____

If "yes", please list _____

How would you rate yourself?

(1 = weak, 2 = needs improvement, 3 = solid, 4 = strength, 5 = superstar)

_____ Hospitality: Your natural friendliness and customer service.

_____ Energy Level: Your enthusiasm, self motivation and sense of urgency

_____ Reliability: Your dependability, attendance, self-discipline and dedication

_____ Communication Skills: Your ability to listen well and express yourself

_____ Personal Pride: Your appearance, hygiene and achievement

_____ Teamwork: The ability to work with others in a team environment

WORK RECORD FOR LAST FIVE (5) YEARS

(If this is your first job, please disregard this section)

Start with the most recent employer. May we contact these employers (yes or no)? _____

Company Name	Position	Dates Employed (to & from):	Ending Wage
Company Address		Reason for Leaving	
City/State	Supervisor's Name and Tel.#	What type of work did you do?	

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Company Address		Reason for Leaving	
City/State	Supervisor's Name and Tel.#	What type of work did you do?	

Days and Hours Available For Work:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Military

Were you ever in the Armed Forces (yes or no)?	Branch of Service:
Starting Rank:	Rank at Discharge:
Was your discharge anything other than honorable (yes or no)?	If yes, please explain.
Specialized Training or Experience:	Entry Date:

Background

Are you under 18?	If yes, can you provide proof of your age?
How did you hear about this job?	Do you have reliable transportation to get to work (yes or no)?
Driver's License No.	Have you ever been convicted of a crime involving dishonesty (yes or no)?
Have you ever had your driver's license suspended or revoked (yes or no)?	Have you ever been convicted of a felony (yes or no)?

References

Please give below the names, addresses, telephone numbers, and occupations of three to five people to whom we can write or phone for references.

Name	Street Address	City/State	Phone	Occupation

Signature: _____ **Date:** _____

Kingston Ten Pin does not discriminate on the basis of race, color, national origin, sex, religion, age, disability or veteran status, or any other criteria made unlawful under applicable federal or state laws. You are not required to give information responsive to inquiries prohibited by law.