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# ENGLISH HEDGEROW

## APPLICATION FOR EMPLOYMENT

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**PLEASE PRINT - COMPLETE ALL SECTIONS, EVEN IF RESUME IS ATTACHED**

NAME \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_

ADDRESS \_\_\_\_\_  
(street) (city) (state) (zip code)

TELEPHONE NUMBER \_\_\_\_\_ ALTERNATE NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

If you have ever been known by a different name, please give name(s) \_\_\_\_\_

Are you legally eligible to work in the U.S.? YES NO

If employed and under the age of 18, can you furnish a work permit? YES NO

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POSITION OF INTEREST \_\_\_\_\_

Have you ever applied here before? YES NO If yes, give dates \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Have you ever worked here before? YES NO If yes, give dates \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Do you have reliable transportation to and from work? YES NO

Do you desire: \_\_\_\_\_ Full-Time \_\_\_\_\_ Part-Time \_\_\_\_\_ Seasonal

If employed, date you can start \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Specify which days and hours available for work \_\_\_\_\_

Have you been convicted of a felony within the past 7 years? \_\_\_\_\_

If you answered yes to the above question, please explain \_\_\_\_\_

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Please note: According to the Illinois Criminal Identification Act, applicants applying for employment in Illinois are not obligated to disclose sealed or expunged conviction or arrest records.

Are you willing to travel if job requires? (< 30 miles) YES NO

Will you work overtime if job requires? YES NO

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**Summarize skills and abilities you feel qualify you for this position.**

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AN EQUAL OPPORTUNITY EMPLOYER

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<b>Company</b>	<b>Position</b>
<b>Phone Number</b>	<b>Reason for leaving</b>
<b>Address</b>	
<b>Dates Employed</b>	<b>Base salary/rate \$ per</b>
<b>Supervisor and Title</b>	
<b>Describe Responsibilities</b>	

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\*\*\*Please explain any gaps in the comment section

**Comments** \_\_\_\_\_  
\_\_\_\_\_

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School Studies/Degrees	Years				GPA/Rank
<b>High school</b>	1	2	3	4	
<b>College</b>	1	2	3	4	
<b>University</b>	1	2	3	4	
<b>Culinary Institute</b>	1	2	3	4	

## PROFESSIONAL REFFERESNCES

**List all names and phone numbers of professional references not related to you**

Name	Relationship	Phone

**List organizations, offices held, special accomplishments, publications, awards, etc. (You may exclude memberships which would reveal sex, race, religion, national origin, age, color, disability, or other protected class.)**

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**I certify the information provided by me on this application is true and I understand that any misrepresentation or falsification is sufficient reason for cancellation of this application; or, if employed, dismissal from employment upon discovery of the misrepresentation or falsification. In accordance, I authorize the employer to obtain an investigative consumer report and acknowledge receipt of the disclosure explaining that a consumer report may be obtained. I authorize the employer to investigate personal references and prior employers listed on this application in order to obtain pertinent job-related information. I release the employer and all other parties providing information from all liability for providing such information.**

**I understand the employer is an Equal Opportunity Employer and does not discriminate in employment or its recruiting, hiring and promotions practices. All applicants are considered without regard to race, color, religion, sex, national origin, age, disability, and/or need for reasonable accommodation, veteran status or any other legally protected class. In addition, I understand the employer is an employer "at will". I may resign at any time, and the employer may terminate my employment at any time with or without cause and without prior notice. I understand that no representative of English Hedgerow has the authority to make contradictory agreements.**

**In accordance with the Immigration Reform and Control Act of 1986, if offered employment, all applicants are required to complete the I-9 government form and provide identity and authorization for employment in the United States. These must be produced within three days after the start date of employment. Failure to do so may result in legally forced termination.**

**I have read and understand the above acknowledgement and agreements.**

**Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_**