



# APPLICATION FOR EMPLOYMENT

## AN EQUAL OPPORTUNITY EMPLOYER

In order for you to be considered for employment, this application must be filled out in its ENTIRETY.  
All statements made by applicants for employment on this application form will be checked for accuracy.

Name (Print in Ink)		Today's Date	
Current Address			
Previous Address		E-mail address	
Social Security Number		Work Phone No	Alternate Phone No
Position(s) applying for (Must check specific position listed to be considered) <input type="checkbox"/> Server <input type="checkbox"/> Host <input type="checkbox"/> Bartender <input type="checkbox"/> Food Runner <input type="checkbox"/> Line Cook <input type="checkbox"/> Prep Cook <input type="checkbox"/> Dishwasher <input type="checkbox"/> Management		Home Phone No	Cellular Phone No
		Did someone refer you to apply for this position? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, who?	
Are you over the age of 18? <input type="checkbox"/> Yes <input type="checkbox"/> No If you are applying for a server or bartender position, do you meet the legal state age requirement to serve alcohol? <input type="checkbox"/> Yes <input type="checkbox"/> No		Do you have the legal right to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No It is the policy of this employer to hire only United States Citizens or individuals authorized to work in the United States. All employees must verify employment eligibility prior to beginning work.	
Date you are available to start employment:	How many hours per week do you expect to work?	Expected Hourly Rate:	Expected Weekly Earnings:
Relatives Employed by Soul de Cuba Café: Name:		Location:	Relationship:
(Relatives employed by Soul de Cuba Café will not necessarily exclude you from employment but will be considered for job placement to avoid a direct supervisory relationship between relatives)			
<b>Work Schedule Availability</b>			
What shifts/hours are you available to work? Shifts start as early as 6:30AM and end as late as 1:00AM (please list start & end times in each shift box)			
<b>Shift</b>	<b>MON</b>	<b>TUES</b>	<b>WED</b>
<b>Lunch</b>	to	to	to
<b>Dinner</b>	to	to	to
Are you willing to work a split shift? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are you willing to stay late in an emergency? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you willing to work holidays / weekends? <input type="checkbox"/> Yes <input type="checkbox"/> No		Is your schedule flexible so you can attend training? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Education</b>	<b>Name and location of school</b>	<b>Last year completed</b>	<b>Courses majored in</b>
High School		9 10 11 12	<b>Graduate? List Degrees.</b>
College		1 2 3 4	Diploma: <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Other</b>			
Have you been convicted of a felony, or been incarcerated in connection with a felony, in the past 10 years? (You do not have to disclose any convictions that have been annulled, expunged, erased, pardoned, or sealed by a court. Applicants in Massachusetts - Do not answer this question and see additional disclosures on back. Applicants in Connecticut and California, please see disclosures on back of application.) A conviction will not necessarily exclude you from employment.			<input type="checkbox"/> Yes <input type="checkbox"/> No
If you answered "Yes," please explain			
<b>Work History – List your last 3 jobs. Please fill out all information completely</b>			
	Current of Most Recent Job	Previous Job	Previous Job
Company Name			
Company Address			
Company Phone Number			
Name and Title of Immediate Supervisor			
Job Title / Position			
Dates of Employment	____/____/____ Month to Year	____/____/____ Month to Year	____/____/____ Month to Year
Reason for Leaving			
May we contact this employer	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Rate of Pay	\$ _____ Starting Wage \$ _____ Ending Wage	\$ _____ Starting Wage \$ _____ Ending Wage	\$ _____ Starting Wage \$ _____ Ending Wage

MILITARY EXPERIENCE (If applicable)	Skills Acquired
VOLUNTEER EXPERIENCE, List Activities & Skills Acquired: (Exclude activities relating to race, religion, color, ancestry, age, national origin, gender and disability)	

Are you presently or have you ever been, employed by; any Soul de Cuba Café?     Yes     No  
 If yes, state restaurant, location, dates of application or employment and reason for leaving.

Are you presently or have you ever submitted an application for employment at any Soul de Cuba Café?     Yes     No

**Special Employment Notices (Please read carefully before signing below)**

Soul de Cuba Café does not discriminate in hiring or employment on the basis of race, color, religion, sex, national origin, ancestry, age (as defined by applicable law), legally recognized handicap, or veteran status. The Soul de Cuba Café family of companies are subject to the provisions of the resident state's Workers' Compensation Act and provides all staff members with coverage.  
**Initial** \_\_\_\_\_

I understand that Soul de Cuba Café has in place a Dispute Resolution Process (DRP), and I further acknowledge and agree that if I am offered and accept employment, any dispute between me and any of the Soul de Cuba Café Companies relating to my employment and/or my separation from employment, shall be submitted within one (1) year of the day which I learned of the event and shall be resolved pursuant to the terms and conditions of the DRP.  
**Initial** \_\_\_\_\_

**Statement**

I certify the facts set forth in my application are true and complete. I understand and agree that, if employed, any misrepresentation, false statements, or omission of facts on this application may result in dismissal. I authorize Soul de Cuba to check all personal and employment references and to verify all information I have included on this application form.

I understand and agree that this application, policies, practices and procedures, and all other communication distributed to me by the Soul de Cuba Café family of companies do not constitute or supplement any contract of employment. If I am hired, I understand and agree that all benefits, policies, and procedures may be changed by Soul de Cuba Café at any time, with or without notice. I further understand and agree that I have the option to terminate my employment relationship with Soul de Cuba Cafe, with or without cause and without notice at any time, and that Soul de Cuba café retains a similar right.

I understand and agree that this application will be kept on active file for 30 days from the date completed, after which time I would have to reapply in accordance with established company procedures. However, I understand and agree that the agreement to submit eligible disputes to the DRP does not terminate after 30 days and applies to my entire length of employment.  
**Initial** \_\_\_\_\_

_____ Signature of Applicant	_____ Date
---------------------------------	---------------

**Massachusetts:** Do not answer any question on this application related to your criminal history. Through the rest of the application process, if you have a sealed record on file with the commissioner of probation, you may answer „no record“ with respect to an inquiry relative to prior arrests, criminal court appearances, or convictions. In addition, you may answer „no record“ with respect to any inquiry relative to prior arrests, court appearances, and adjudications in all cases of delinquency as a child in need of services which did not result in a complaint transferred to the superior court for criminal prosecution.

**Connecticut:** You are not required to disclose the existence of any arrest, or criminal charge or conviction, the records of which have been erased pursuant to section 46(b)-146, 54-76o or 54-142a of the Connecticut General Statutes. Criminal records subject to erasure pursuant to section 46b-146, 54-76o or 54-142a are records pertaining to a finding of delinquency or that a child was a member of a family with service needs, an adjudication as a youthful offender, a criminal charge that has been dismissed or annulled, a criminal charge for which the person has been found not guilty, or a conviction for which the person received an absolute pardon. Any person whose criminal records have been erased pursuant to section 46(b)-146, 54-76o or 54-142a shall be deemed to have never been arrested within the meaning of the general statutes with respect to the proceedings so erased and may so swear under oath.

**California:** You do not have to disclose any marijuana related convictions that are more than 2 years old.