

# RITA'S APPLICATION FOR EMPLOYMENT

## Personal Information

\_\_\_\_\_  
Name: Last/First/Middle Initial

\_\_\_\_\_  
Home Address: (include City/State/Zip Code)

\_\_\_\_\_  
N Are you over 18? Y or  
Email Cell phone Home/Alternate cell phone

## Educational History

\_\_\_\_\_  
School Name/Location ( include Years Completed and Degree /Diploma)

\_\_\_\_\_  
College:

\_\_\_\_\_  
High:

## Employment Record

_____ Company Name	_____ Supervisor	_____ Phone #	_____ Pay Rate	_____ Employed From/To	_____ Reason for Leaving
_____ Company Name	_____ Supervisor	_____ Phone #	_____ Pay Rate	_____ Employed From/To	_____ Reason for Leaving

## References

1. _____	_____	_____	_____
Name	Relationship	Years Known	Telephone #
2. _____	_____	_____	_____
Name	Relationship	Years Known	Telephone #

I authorize the above employer to obtain information about me from my previous employer(s), schools, and references. I authorize my previous employers, schools that I have attended, and references to disclose to the above employer such information about me as the employer may request. I attest that the above information is true and understand that if I am hired, any false or incomplete statements in this application will be grounds for immediate discharge. We are an equal opportunity employer, we do not discriminate on the basis of age, gender, race, creed, national origin, religious persuasion, marital status, political belief, or disability that does not prohibit performance of essential job functions.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Availability Sheet

What is the first date that you will be able to begin working? \_\_\_\_\_

How many hours per week are you able to work? Spring: \_\_\_\_\_ / Summer: \_\_\_\_\_ / Fall \_\_\_\_\_

What **times** are you available each day? (Place an "X" next to any day(s) you are not available to work at all.)

**SPRING**

**SUMMER**(start date: \_\_\_\_\_ )

**FALL**(start date: \_\_\_\_\_ )

**SUNDAY:** \_\_\_\_\_

**MONDAY:** \_\_\_\_\_

**TUESDAY:** \_\_\_\_\_

**WEDNESDAY:** \_\_\_\_\_

**THURSDAY:** \_\_\_\_\_

**FRIDAY:** \_\_\_\_\_

**SATURDAY:** \_\_\_\_\_

If you have any special scheduling needs do to other activities/classes/other jobs, please indicate it here:

\_\_\_\_\_

Please indicate any vacations you have planned/time off requests through October 23, 2022.

**(Note that we are open EVERY day, including all holidays):**

REASON: \_\_\_\_\_ DATE(S) \_\_\_\_\_

REASON: \_\_\_\_\_ DATE(S) \_\_\_\_\_

REASON: \_\_\_\_\_ DATE(S) \_\_\_\_\_

*I understand that any desired changes to the above schedule must be approved by my manager and may affect my employment status.*

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