



Calise & Sons Bakery

Calise & Sons Bakery considers all applicants for employment without regard to race, color, religion, sex, national origin, age, marital status, sexual orientation, physical or mental handicap, genetic information or disability or status as a Vietnam-era or special disabled veteran in accordance with federal, state and/or local law.

“It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.”

EMPLOYMENT APPLICATION

Position Desired _____

Salary Desired _____ Date Available _____ Date of Application _____

Name _____
First Middle Last

Address _____
Street City State Zip Code

Telephone _____
Home Work (Permission to contact at work?)

- Are you authorized to work in the United States?* Yes _____ No _____
**All applicants who are offered employment at Calise & Sons Bakery will be required to present documentation verifying identity and authorization to work in the United States in accordance with the Immigration Reform and Control Act of 1986.*
- Are you over 18 years of age?* Yes _____ No _____
**If under 18, proof of age and working papers must be provided prior to start of work, if hired.*
- What days/hours are you available for work? _____
- Do you have transportation to work? _____
- Have you ever worked at Calise & Sons Bakery before? (date) _____
- How did you come in contact with Calise & Sons Bakery?
Newspaper Ad _____ Agency _____ College Placement _____ Other _____
Friend/Relative _____ (If friend or relative, please state name) _____
- U.S. Military served? Yes _____ No _____
Are you a member of an active reserve or National Guard Unit? Yes _____ No _____

PLEASE FILL OUT THE FOLLOWING IN INK, DO NOT WRITE "SEE RESUME"

EDUCATION

Name & Location	Degree	Major
High School _____		
Business/Voc _____		
College _____		
Other _____		

Further Education or Business Training

Word-Processing Yes _____ No _____ Please indicate software used _____

Data Entry Yes _____ No _____ Other skills/aptitudes _____

EMPLOYMENT

List most recent employer first. You may include volunteer positions if you wish. Use additional sheet if necessary to list all employers in the last ten years. Please explain any gap in employment.

Company No. 1 _____ Telephone _____

Address _____

Employed (Month/Year) From ____ To ____ Rate of Pay Start \$ _____ Ending \$ _____

Describe your duties _____

Reason for leaving _____

Supervisor _____

Company No. 2 _____ Telephone _____

Address _____

Employed (Month/Year) From ____ To ____ Rate of Pay Start \$ _____ Ending \$ _____

Describe your duties _____

Reason for leaving _____

Supervisor _____



Company No. 3 _____ Telephone _____

Address _____

Employed (Month/Year) From ____ To ____ Rate of Pay Start \$ _____ Ending \$ _____

Describe your duties _____

Reason for leaving _____

Supervisor _____

Language, which you read, speak or write _____

(You may omit information which indicates your race, religion, national origin, citizenship, sex, age, handicap or veteran status.)

EMPLOYMENT REFERENCES

Please list three persons whom we can contact in addition to your immediate supervisor, who are able to evaluate your professional knowledge and ability.

1. Name _____

Title _____

Company _____

Address _____

Phone _____

2. Name _____

Title _____

Company _____

Address _____

Phone _____

3. Name _____

Title _____

Company _____

Address _____

Phone _____

APPLICATION CERTIFICATION/ACKNOWLEDGMENT

(This application is current for 60 days. Please read carefully before signing.)

I understand and agree that:

If I am hired, I will be an "at will" employee which means I am free to resign at any time and Calise & Sons Bakery reserves the right to terminate my employment at any time, with or without cause and with or without notice, regardless of the date of payment of my wages and salary. I further understand that no recruiter, employee, officer or agent of Calise & Sons Bakery has the authority to change, modify or cancel my status as an at-will employee. Neither this application, offer letter, (if any), Calise & Sons Bakery handbook nor any other documents given to me are to be construed as creating an express or implied contract between me and Calise & Sons Bakery. I understand that nothing in this application guarantees me employment and no recruiter, employee, officer or agent of Calise & Sons Bakery has the authority to promise employment.

Any offer of employment I may receive from Calise & Sons Bakery is contingent upon the successful completion of Calise & Sons Bakery's total pre-employment screening process, including, but not limited to, educational, reference, criminal and credit checks, in accordance with the Fair Credit Reporting Act, as amended.

In processing my application for employment, I hereby authorize Calise & Sons Bakery to investigate and verify all the information provided by me, and I further authorize Calise & Sons Bakery to conduct an investigation regarding my character, employment, education, credit, and criminal history prior to extending an offer of employment, and any time during my employment. I understand that employment is subject to acceptable education, employment and other references as applicable.

I hereby authorize that all my present and former employers and those individuals I have listed as personal references who furnish information about my employment record, work performance, abilities and other qualities pertinent to my qualifications for employment, are released from any and all liability for damages arising from furnishing the requested information.

In consideration of my employment, I agree to comply with the policies, rules, regulations and procedures of Calise & Sons Bakery and understand that my employment and compensation can be terminated at any time with or without case or notice at the option of either Calise & Sons Bakery or myself.

The information that I have provided on this application is true and complete to the best of my knowledge. Any false statement, misrepresentation or material omission of any fact made by me in my application, resume, or any other materials I have submitted, or during any interviews, can be justification for refusal of employment or, if employed, termination from Calise & Sons Bakery's employ.

Full Name _____ Date _____
(Signature)

Full Name _____ Date _____
(Typed or Printed)

Parent or Guardian _____
(If applicant is under 18 years old or required by law)

We are an equal opportunity employer
Applications are active for 60 days