

**APPLICATION
FOR
EMPLOYMENT**



APPLICANT INFORMATION

Last Name	First Name	Middle	
Home Address	City	State	Zip Code
Mailing Address	City	State	Zip Code
Home Telephone Number	Cell Phone Number	Email Address	

Have you ever worked for Subway @Sandwich Shop before? Yes No *If yes, when/ where?*

Store Name and Store # _____ *Address* _____

Do you have the legal right to work in the United States? Yes No *If hired proof will be required.*

Are you over the age of 16? Yes NO *(If no, state your age: _____ Proof of age or work permit may be required)*

Have you ever pled guilty or no contest to, or been convicted of a misdemeanor or felony? Yes No

If yes, please give the date(s) and details: _____

NOTE: Answering "Yes" to these questions does not constitute an automatic bar to employment. Factors such as age and time of offense, seriousness and nature of the violation and rehabilitation will be taken into account. (Do not include minor traffic infractions and convictions for which the record has been sealed or expunged, any conviction for which probation has been successfully completed or otherwise discharged and the case has been judicially dismissed, referrals to and participation in any pretrial or post trial diversion programs, and marijuana-related offenses that occurred over two years ago in answering these questions.)

Are you currently employed? Yes No *If yes, may we contact your current employer?* Yes No

Are you interested in: Full-time work? Or Part-time work?

Are you willing to work in a different location? Yes No

Are you able to meet the attendance requirements of the position? Yes No

Are you willing to work overtime? Yes No *Date Available* _____

Hours Available Per Week:

	Sun	Mon	Tue	Wed	Thur	Fri	Sat
From							
To							

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APPLICANT NAME: _____

EDUCATION HISTORY

High School Name	Address	City, State	GPA
College	Address	City, State	GPA
Trade School / Other	Address	City, State	GPA

List any special training or education you have received:

EMPLOYMENT HISTORY

*Present / Last
Employer*

May we contact your previous employers?

Yes No

Company	Dates worked	Title/Position		Rate of Pay
Company Address	City, State	Zip	Phone Number	
Supervisor	Reason for Leaving			
2 nd Company	Dates worked	Title/Position		Rate of Pay
Company Address	City, State	Zip	Phone Number	
Supervisor	Reason for Leaving			
3 rd Company	Dates worked	Title/Position		Rate of Pay
Company Address	City, State	Zip	Phone Number	
Supervisor	Reason for Leaving			

List all office, technical or professional skills and/or certificates, licenses and bilingual abilities you possess that are relevant to the position for which you are applying:

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

EMPLOYMENT TEST
(No Calculators Please)

PART I

$$\begin{array}{r} 0.89 \\ 0.89 \\ 3.39 \\ + \quad 2.79 \\ \hline 35.25 \\ - \quad 33.08 \\ \hline \end{array}$$

For the following questions, state your answers in terms of bills and coins.
For example, \$4.58 would be 4 dollar bills, 2 quarters, 1 nickel, and 3 pennies

1. If the customer's order came to \$13.58 and he gave you a \$20.00 bill, what is his change?
2. If the customer's order came to \$6.22 and he gave you \$20.25, what is his change?

PART II

1. A customer complains that he was short changed by you receiving only \$.13 change from \$2.00 instead of \$.31. What would you do?
2. Which do you consider more important as far as a restaurant is concerned-courteous, prompt service or a quality product?
3. What do you consider to be the most important qualifications of a Subway employee?
4. You are working alone and your shift is due to be over at 6 p.m. The individual to begin working at 6 p.m. does not show up. What do you do?

The Secretary of Health and Human Services has determined that certain diseases, including Hepatitis A, Typhoid fever (*Salmonella typhi*), shigellosis (*Shigella* spp.), and E coli (*Escherichia 0157:H7*) may prevent you from serving food or handling food equipment in a sanitary or healthy fashion. An essential function of this job involves handling & serving food, food service equipment and utensils in a sanitary and healthy fashion.

Can you perform the necessary functions involved in the position for which you are applying? Yes No

If **no**, please list the job functions you cannot perform

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TERMS OF EMPLOYMENT
PLEASE READ THIS SECTION BEFORE YOU SIGN THIS EMPLOYMENT APPLICATION FORM

I understand that this is an application for employment with Prince William Sound Subway with administrative services provided through Avitus Group and that no employment contract is being offered. I further understand that if I am employed, the company or I may terminate my employment at any time with or without cause and without any prior notice. I understand that no representative of the company has the authority to make any agreement to the contrary.

I authorize the company and Avitus Group to thoroughly investigate my work and personal history and verify all data given to the company. I authorize all individuals, schools, and firms named (except my present employer, if so noted) to provide any information about me. I hereby release from liability the company and its representatives for seeking such information and all persons, corporations, or organizations for furnishing such information.

The company is committed to providing a work environment that is free of harassment of all types. Therefore, we maintain a strict policy, which prohibits harassment in any form, including sexual harassment, whether committed by managers, supervisors, or other employees. Violation of policy will result in disciplinary action up to and including termination of employment.

It is the policy of the company to recruit, hire, and promote qualified applicants and to provide equal employment opportunities to all applicants in a manner, which will not illegally discriminate against a person in compensation or in a term, condition, or privilege of employment because of the person's race, religion, color, national origin, age, physical or mental disability, sex, marital status, changes in marital status, pregnancy, or parenthood when the reasonable demands of the position do not require distinction. It is understood that a breach of the company's policy regarding nondiscrimination, as defined herein, shall be grounds for appropriate disciplinary action up to and including termination of employment.

I certify that all statements herein are true and understand that any falsification or willful omission may or shall be sufficient cause for dismissal or refusal of employment.

Printed Name

Signature

Date