



FRONT OF HOUSE

EMPLOYMENT APPLICATION DATE: _____

PERSONAL DATA

NAME: _____

PRESENT ADDRESS:

STREET **CITY** **STATE** **ZIP**

TELEPHONE: _____

EMAIL: _____

SOCIAL SECURITY NUMBER: _____

POSITION SOUGHT: _____

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Are you available to work full-time? Circle one: Yes No

When can you start working? _____

Please note any restrictions on your time: _____

Are you legally authorized to work in the U.S. without limitation? Yes No
(Proof of citizenship or immigration status will be required for employment)

Have you ever been convicted of a felony? Yes No

If Yes, please explain: _____

Please note: a conviction will not necessarily disqualify you from employment. Each case will be considered.

NOVARA prohibits smoking during service in or around the premises.

Are you willing to comply? Yes No

WORK EXPERIENCE

Have you worked in the food and beverage industry before? Yes No

Which POS computer systems have you used?

Please list your three most recent restaurants of employment:

1. Company Name: _____
Address: _____
Position Held: _____
Dates of Employment: _____

2. Company Name: _____
Address: _____
Position Held: _____
Dates of Employment: _____

3. Company Name: _____
Address: _____
Position Held: _____
Dates of Employment: _____

REFERENCES

Please give us the name and phone number of two of your past employers who can give us an accurate perspective on you as a potential employee of Novara.

1. Restaurant Name: _____
Supervisor's Name/Position: _____
Phone Number: _____

2. Restaurant Name: _____
Supervisor's Name/Position: _____
Phone Number: _____

Which of the above restaurants taught you the most about fine service? How?

Which of the above restaurants taught you the most about wine and food? How?

Which of these restaurants are you proudest to have worked in? Why?

How will your next job have to be different from your last/present job to make it more challenging and interesting for you?

With all the restaurants in this area, why do you feel NOVARA is the right restaurant for you?

What do you like most about working in restaurants? Which aspects do you least enjoy?

How do you define hospitality?

How did you hear of NOVARA?

To help us get to know you better, please rank yourself on a scale of 1 – 10 (10 being highest) in each of the following areas:

_____ Wine Knowledge _____ Team Player _____ Fine Service Finesses

_____ Stamina _____ Food Knowledge _____ Problem Solving

_____ Plate Carrying Ability

I understand that any omission or misrepresentation of material fact in this application may result in refusal of or separation from employment. The above information is true to the best of my knowledge and I authorize NOVARA to check the references listed above. I understand that reference checks will be conducted by the organization or its agents. I further understand that employment is at the mutual consent of the employee and the organization, consequently, either the employee or the employer can terminate the employment relationship at will, for any reason, at any time, with or without cause or advance notice.

I understand I must submit documentation to the organization verifying my eligibility to work in the United States as required by the Federal Immigration Reform and Control Act of 1986. I further understand that submission of said documents must be made within 72 hours of being hired.

Signature: _____ Date: _____