

## ONLINE EMPLOYMENT APPLICATION

You may deliver your application directly to the store or FAX it to us at 202-362-4893 and we'll forward it to THE STORE LOCATION you are interested in applying to **(PLEASE CHECK BOX BELOW)**.

☐ Tysons Corner ☐ Bethesda ☐ Wisconsin Ave./DC ☐ Capitol Hill

Applicants requiring reasonable accommodation in order to participate in the interview process are requested to contact the Manager On Duty in order to arrange such accommodation.

<b>First Name</b> _____ <b>Last</b> _____ Any other names or aliases you have used ? _____ HOME PHONE _____ WORK _____
ADDRESS _____ CITY _____ STATE _____ ZIP _____ How long have you lived in this area ? _____ How long have you lived at your current address ? _____ What other counties and states have you lived in the previous <b>3 years</b> ? County: _____ State: _____ Year: _____ County: _____ State: _____ Year: _____
IN CASE OF EMERGENCY NOTIFY : NAME _____ PHONE # _____
SOCIAL SECURITY # _____ - _____ - _____

Yes	No	Within the last 7 years, have you ever pled <b>“guilty”</b> or <b>“no contest”</b> or been <b>convicted</b> of a crime? <i>IF YES, provide dates &amp; details.</i> Answering yes to this question is <i>not</i> an automatic bar to employment. Position applied for and seriousness and nature of the violation will be taken into account.
Yes	No	Have you ever worked for our company before ?
Yes	No	If a job is offered, will you be able to provide verification of your legal right to work in the United States ?

Position applied for: 1 <sup>st</sup> Preference _____ 2 <sup>nd</sup> Preference _____ FULL-Time      PART-Time      Date you can start ? _____
Times When You Can Work:      DAYS      EVENINGS      BOTH Are there any specific days or hours you can <u>NOT</u> work ? _____
Are you currently employed ?      Yes      No If yes, can we contact your employer ?      Yes      No If yes, why do you want to change ? _____
How did you hear about us ? <input type="checkbox"/> Friend <input type="checkbox"/> Walked By <input type="checkbox"/> Ad <input type="checkbox"/> Other
Please tell us about any HOBBIES, ACTIVITIES or SPECIAL SKILLS that may assist you in the performance of the job you're applying for ?

HIGH SCHOOL EDUCATION	
School Name _____	City/State _____
Last Year Completed (circle)    7    8    9    10    11    12	
COLLEGE / TRADE SCHOOL	
School Name _____	City/State _____
Last Year Completed (circle)    Fresh.    Soph.    Jr.    Sr.	
Major _____	Favorite course ? _____
Grad School (if any) _____	

WORK HISTORY	
List Your Last Three Jobs – Start with your Current or Last Job	
<b>Company Name</b> _____ City _____ Position _____ Reason for leaving _____ <b>FROM:</b> Month _____ Year _____ <b>Phone # ( )</b> _____ <b>TO:</b> Month _____ Year _____ <b>Supervisor</b> _____	
<b>Company Name</b> _____ City _____ Position _____ Reason for leaving _____ <b>FROM:</b> Month _____ Year _____ <b>Phone # ( )</b> _____ <b>TO:</b> Month _____ Year _____ <b>Supervisor</b> _____	
<b>Company Name</b> _____ City _____ Position _____ Reason for leaving _____ <b>FROM:</b> Month _____ Year _____ <b>Phone # ( )</b> _____ <b>TO:</b> Month _____ Year _____ <b>Supervisor</b> _____	
Have you ever been discharged from a job ?      Yes      No If yes, please explain: _____	

<p><b>“I have read and understand the <i>“Job Applicant's Acknowledgement of Understanding &amp; Release of Liability”</i> and <i>“Tip Reporting Policy”</i> on the back of this page. I understand that if hired, my employment is for no definite period and may be terminated at any time without prior notice and without cause.”</b></p> <p>SIGNATURE _____ DATE ____/____/____</p> <p style="text-align: center;"><b>You must also read &amp; sign the other side of this page.</b></p>
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FOR OFFICE USE ONLY					
1 <sup>st</sup> Interview By _____ Date ____/____/____		2 <sup>nd</sup> Interview By _____ Date ____/____/____		3 <sup>rd</sup> Interview By _____ Date ____/____/____	
Date	Mgr.	Business Name, Contact & PHONE #	Dates Verified	Elig. for Rehire	Overall Ref.
			Yes / No	Yes / No	Pos. / Neg.
			Yes / No	Yes / No	Pos. / Neg.
			Yes / No	Yes / No	Pos. / Neg.