



Taco Box



Application for Employment

We consider applicants for all positions without regard to race, color, religion, gender, national origin, age, disability, veteran status or any other legally protected status.

**** PLEASE PRINT CLEARLY ****

Position applying for: _____ Work location (circle one): Clovis / Portales Today's Date: ____/____/____

How did you find out about this job? Website Employee Walk-in Relative Other _____

Applicant Information

First Name _____ Middle Initial _____ Last Name _____

Social Security Number _____ Phone (_____) _____

Permanent Address _____ City/State/Zip _____

Mailing Address _____ City/State/Zip _____

If hired, do you have a reliable means of transportation to get to work? _____ Describe _____

Are you at least 16 years old? Yes _____ No _____

Are you legally eligible for employment in the U.S.? _____ (Proof of U.S. citizenship or immigration status is required if hired.)

Have you been convicted of a crime? Yes No If yes, state the nature of the offense and disposition of the case. Include dates and places.
(NOTE: The existence of a criminal record does not constitute an automatic bar to employment.)

List any special skills or training: _____

In case of emergency, notify: name: _____ address: _____ phone: _____

Employment Information

Are you seeking full time, part time, or temporary employment? _____

What hours and shift(s) would you prefer to work? _____

Are you willing to work overtime? _____ Weekends? _____ Holidays? _____

Are you currently employed? _____ If hired, when would you be able to start? _____

Have you ever worked for this organization before? _____ If yes, name used and dates: _____

List any friends or relatives employed by this company: _____

Education (circle highest level achieved)

Primary: 1 2 3 4 5 6 7 8

Secondary: 9 10 11 12 G.E.D

College: 1 2 3 4 5 6 7 8

Name of School: _____

Name of School: _____

Name of School: _____

Location of School: _____

Location of School: _____

Location of School: _____

If in high school, are you enrolled in a recognized co-op program? Yes No

Degree & Major: _____

If yes, identify program and school: _____

Minor: _____

Work History (please begin with most recent)

If you do not have any work history, please list valid references or recent educational teachers.

Date: MM/YY	Name, Phone, and Address of Employer as well as your supervisor's name	Pay Rate	Position	Reason For Leaving
From: _____ To: _____				
From: _____ To: _____				
From: _____ To: _____				
From: _____ To: _____				

May we contact the employers listed above? _____ If not, list the employers you do not wish us to contact and why:

Authorizations & At-Will Employment Agreement

By signing below, I authorize Taco Box to investigate all statements made by me on this application form. I understand that misstatements or omissions of information in connection with my application for employment can lead to rejection of my application or dismissal from employment, when discovered. I also authorize Taco Box to request references from my former employment.

I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment contract between the store owner and myself for either employment or for the providing of any benefits. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon Taco Box. If I am hired, I understand that my employment would be "at will," which means that I would have the right to terminate my employment at any time and that Taco Box would retain the similar right.

Applicant printed name: _____ Date: _____

Applicant signature: _____

