



## EMPLOYMENT APPLICATION

Instructions: Please complete, save and attach your application to an email sent to Julie@DakotaThyme.com

### SECTION 1 - REQUIRED INFORMATION

Name (Last, First, Middle):

Mailing Address: Street/Avenue (please include Box, Apartment, Lot, or Trailer etc.) City State Zip+4

E-mail Address:

Telephone: (H)  (C)

Are you under age 21?  Yes  No

Please indicate the position(s) you wish to be considered for:

Cashier       Line Cook       Baker       Dishwasher       Kitchen Prep

Please indicate the number of hours per week you would prefer to work:

Please indicate what time of day you would prefer to work?  Mornings     Afternoons     Evenings

If hired, when would you be available to begin employment?

Please list any days, including weekends and holidays, between December 1 and January 15, when you would NOT be available to work?

What are your salary expectations?

Are you a U.S. citizen or currently authorized to work in the United States on a full-time basis?  Yes  No

Note: Dakota Thyme does not sponsor or assist persons in their efforts to become authorized to work in the United States.

Have you ever been convicted of or pled guilty or nolo contendere/no contest to any felony?  Yes  No

If yes, please explain:

Note: A conviction will not automatically disqualify an applicant. We will consider the type and seriousness of the crime, the frequency of violations, the applicant's age at the time of conviction, and the date of conviction or time elapsed since the conviction or completion of any jail sentence in addition to other job-related criteria.

List place of residence if different from mailing address:

To receive disability preference, you must be certified by a state Rehabilitation Counselor and have documentation available.

May we contact your current and/or previous employer(s) regarding your qualifications prior to making an offer of employment to you?  Yes  No

**PROFESSIONAL REFERENCES – PLEASE INCLUDE NAME, ADDRESS, AND TELEPHONE NUMBER:**

1.

2.

3.

## SECTION 2 – EDUCATION

If all requested information is included on an attached resume, you do not need to complete this section.

Do you possess a high school diploma or GED?  Yes  No

School Name/City/State

Name and Address of Post-Secondary School

Dates Attended:

to

Major/Minor:

Did you graduate?  Yes  No Type of degree:

Name and Address of Post-Secondary School

Dates Attended:

to

Major/Minor:

Did you graduate?  Yes  No Type of degree:

List all relevant licenses, certificates or registrations you possess (include expiration date, license number, and issuing state). Also, identify any other educational experiences that may be relevant to the position for which you are applying.

### SECTION 3 – WORK HISTORY

- If ALL requested information is included on an attached resume, you do not need to complete this section.
- Begin with your current or most recent position and work backwards; attach additional pages if necessary.

DO NOT skip any employment.

- Include all paid experience; you may include non-paid experience if you feel it may be pertinent to this position.

Job Title

Dates: From  To

Employer City/State

Supervisor's Name/Title  Phone

Reason for Leaving  Final Salary

Duties performed and knowledge or skills gained from this experience

Job Title

Dates: From  To

Employer City/State

Supervisor's Name/Title  Phone

Reason for Leaving  Final Salary

Duties performed and knowledge or skills gained from this experience

Job Title

Dates: From  To

Employer City/State

Supervisor's Name/Title  Phone

Reason for Leaving  Final Salary

Duties performed and knowledge or skills gained from this experience

Job Title

Dates: From  To

Employer City/State

Supervisor's Name/Title  Phone

Reason for Leaving  Final Salary

Duties performed and knowledge or skills gained from this experience

## SECTION 4 – OTHER

How did you learn about this position? (Please check only one)

- Friend or Family Member
- Dakota Thyme Website or
- Dakota Thyme Facebook page
- Dakota Thyme Owner(s)
- Email Announcement
- Other (please list)

By checking this box and submitting this application, you are certifying that the information is true, correct, and complete to the best of your knowledge and belief. A false or misleading statement or intentional omission of relevant information is cause for disciplinary action, including termination of employment.

*Thank You*

*Dakota Thyme is an Equal Opportunity Employer.*