



# APPLICATION FOR EMPLOYMENT

YF of Upstate New York, Inc. and its affiliates are Traikos companies

*The Traikos Group is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on the basis of race, color, age, sex, religion, national origin, mental or physical disability, sexual orientation, or any other basis prohibited by federal, state or local law.*

**PERSONAL INFORMATION** *(Please print)*

NAME Last First Middle Social Security Number Date (M/D/Y)

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Other names you are known by \_\_\_\_\_ Are you less than 18 years of age? Yes \_\_\_\_ No \_\_\_\_

Are you legally eligible for employment in the U.S.? Yes \_\_\_\_ No \_\_\_\_ (All new hires will be required to provide proof of eligibility to work in the U.S.)

Have you been convicted of a crime in the last seven (7) years? Yes \_\_\_\_ No \_\_\_\_

If Yes, list convictions that are a matter of public record. Arrests are not convictions.

Present Address Street City State Zip

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Permanent Address Street City State Zip

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Phone Number - Daytime Evening How did you hear about this opportunity?

( ) ( ) \_\_\_\_\_

**EMPLOYMENT DESIRED** *(If you are applying for an hourly position, please keep in mind that the availability of hours may vary)*

Position Location Salary Desired Date you can start?

What hours are you available for each day of the week?	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Are you able to work overtime? \_\_\_\_\_

Have you ever worked in food service? \_\_\_\_\_ When? \_\_\_\_\_ Where? \_\_\_\_\_

**EDUCATION**

	Name and Address of School	Circle Last Year Completed				Did you Graduate?		Subjects Studied and Degrees Received
		1	2	3	4	Y	N	
High School								
College								
Post College								
Trade, Business or Correspondence School								

List skills relevant to the position applied for \_\_\_\_\_

Computer Proficiency: Word for Windows \_\_\_\_\_ Excel \_\_\_\_\_ Point of Sale Equipment \_\_\_\_\_

**REFERENCES** *Give below the names of three professional references whom you have known at least a year.*

Name	Address & Phone Number	Business Name	How do you know this person?

**FORMER EMPLOYERS**

List below current and last three employers, starting with the most recent one first. Include any non-paid volunteer experience which is related to the job for which you are applying. Please complete even if attaching a resumé.

Dates (mm/dd/yy)

From:	Current/Most Recent Employer (Name/Address)	Salary or Hourly Rate	Reason for Leaving
To:		Starting: _____	
		Ending: _____	
		Hrs per week	
Position	Duties Performed		
Supervisor's Name	Phone Number	May we contact?	

From:	Previous Employer (Name/Address)	Salary or Hourly Rate	Reason for Leaving
To:		Starting: _____	
		Ending: _____	
		Hrs per week	
Position	Duties Performed		
Supervisor's Name	Phone Number	May we contact?	

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Position	Duties Performed		
Supervisor's Name	Phone Number	May we contact?	

**AUTHORIZATION**

I hereby authorize Traikos Group to thoroughly investigate my background, references, employment record and other matters related to my suitability for employment. I authorize persons, schools, my current employer (is applicable), previous employers and organizations contacted by Traikos Group or in its behalf to provide any relevant information regarding my current and/or previous employment and I release all persons, schools, employers of any and all claims for providing such information. I understand that misrepresentation or omission of facts may result in rejection of this application, or if hired, discipline up to and including dismissal. I understand that I will be required to sign a **confidentiality and non-disclosure agreement**, should I become an employee of Traikos Group. I understand that, by accepting this application, Traikos Group is not creating an employment contract nor a promise to hire me. **I understand and agree that my employment is at will, which means that it is for no specified period and may be terminated by me or Traikos Group at any time without prior notice and for any reason.**

Date

Signature