



**What job are you applying for?**

Vero Amore is a unique family owned business that is built around our belief that gracious, friendly service in any business should be the rule and not the exception. We have high expectations of all of our employees so that together as a team we can provide a wonderful experience for all of our guests and have a great time doing it. We appreciate your interest in becoming a member of Vero Amore family.

BACKGROUND	Name: _____									
	Address: _____									
	Telephone: Day (____) _____			Email Address: _____						
	Are you at least 18? _____ If NO, give age and birth date _____ Do you have transportation? Yes No									
	Are you legally able to be employed in the United States? Yes No									
	How did you hear of this job? _____ Any relatives employed by Vero Amore? _____									
	Do you have a Food Service Handling card? Yes No Do you have a Liquor Certification Yes No									
	Have you ever worked for a JAM Culinary Concepts Restaurant? Yes No If YES, give dates _____									
	Have you ever been disciplined for cash handling situations? Yes No									
	Have you ever been fired or dismissed from a job? Yes No If so, please explain _____									
Have you ever been counseled or disciplined for being late or absent from work or school? Yes No _____										
Have you ever been denied a driver's license or convicted of DUI or reckless driving? Yes No										
Have you ever been convicted of a crime? Yes No What crime? _____										
<small>(Answering yes, will not automatically exclude you from employment.)</small>										
If YES, give dates charged, penalty assessed or disposition _____										
Are you charged with an unresolved criminal charge? Yes No _____										
In case of emergency, contact: Name: _____ Telephone: _____										
AVAILABILITY	HOURS AVAILABLE:									
		M	T	W	TH	F	S	S		
EDUCATION	Elementary and Secondary Education (circle highest level attained):									
	Grade School: 1 2 3 4 5 6 7 8				High School: 9 10 11 12				GED	HS Diploma
	COLLEGE EDUCATION AND OTHER TRAINING: Name and Address of Institution Attended			Semester Hours		Major Courses		Type Degree		
PERSONAL	List three school, business or personal references that we may contact:									
	NAME		TELEPHONE		CHECK TYPE OF REFERENCE			KNOWN		
					SCHOOL	WORK	PERSONAL	HOW LONG?		

## WORK REFERENCES/EXPERIENCE

WORK REFERENCES/EXPERIENCE	1. Name and Address of Most Recent Employer		Telephone No.
	Immediate Supervisor (Name & Position)	Date Hired	Starting Rate
	Job Title & Duties	Date Left	Last Rate
	Reason for Leaving		May we contact this employer?    Yes    No
	2. Name and Address of Next Most Recent Employer		Telephone No.
	Immediate Supervisor (Name & Position)	Date Hired	Starting Rate
	Job Title & Duties	Date Left	Last Rate
	Reason for Leaving		May we contact this employer?    Yes    No
	3. Name and Address of Next Most Recent Employer		Telephone No.
	Immediate Supervisor (Name & Position)	Date Hired	Starting Rate
	Job Title & Duties	Date Left	Last Rate
	Reason for Leaving		May we contact this employer?    Yes    No
	Please provide additional information such as special skills, training, management experience, equipment operation, or qualifications you feel will be helpful to us in considering your application:		

## SUBSTANCE ABUSE POLICY

SUBSTANCE ABUSE POLICY	<p>Vero Amore has a very stringent substance abuse policy covering illegal drugs and alcohol. You are required to adhere to the following rules:</p> <ol style="list-style-type: none"> <li>1. Don't bring it here</li> <li>2. Don't use it here</li> <li>3. Do not work here under its influence</li> </ol> <p>Do you understand that failure to follow these rules will result in termination and that you may be required to pass a urinalysis test for drugs/substances and/or alcohol (1) before you are considered for employment, (2) after an accident or incident on the job or (3) at the sole discretion of management?</p>
	INITIAL ONE: _____ Yes _____ No

***We place a lot of importance on some pretty basic values that you need to be aware of:***

- **Attitude:** A positive, friendly attitude is a must in working with our guests.
- **Hospitality:** We expect our staff to provide our guests with gracious, incomparable service.
- **Honesty:** It's always the best policy. We will be honest with you and expect the same in return.
- **Quality:** We sell and serve only quality products that you will be proud to represent.
- **Service:** We insist on providing fast, exceptional, friendly service to everyone.
- **Cleanliness:** We require a clean establishment beginning with the entrance to our business and extending through the retail area, dining room, kitchen and restrooms and all staff contribute to this goal daily.

***We've got high standards. Are you willing to:***

- Pitch in with the teamwork to get a job done?
- Work shifts when some of your friends are out socializing?
- Abide by our hair cut, dress code and personal grooming rules?
- Wear shoes that comply with our safety standards and uniform guidelines?
- Do hard physical work, including plenty of cleaning?
- Show up consistently on time so we can count on you?

***We know our team members learn a lot from working in the hospitality industry. For example:***

- **Customer service skills:** Something that is needed in any job and you will use for the rest of your life.
- **Social skills:** How to handle any situation graciously and become a valued member of our team.
- **Technical skills:** Through our extensive training programs.
- **Business knowledge:** As you observe and participate in the American free enterprise system at work.
- **Organizing and planning:** No two days are alike in the restaurant business...you learn to become organized and plan for efficient use of your time
- **Responsibility:** By adhering to our high standards you will have the opportunity to grow with our company.

***How would you rate yourself on a Vero Amore success profile?***

(1 = Weak, 2 = Improvement Needed, 3 = Solid, 4 = Strong, 5 = Superstar)

\_\_\_\_\_ Hospitality: Your natural friendliness and customer service skills.

\_\_\_\_\_ Energy Level: Your enthusiasm, self-motivation and sense of urgency.

\_\_\_\_\_ Reliability: Your dependability, attendance, self-discipline and dedication.

\_\_\_\_\_ Communication Skills: Your ability to listen well, express yourself clearly and accept feedback.

\_\_\_\_\_ Personal Pride: Your appearance, hygiene and achievement.

\_\_\_\_\_ Hygiene: Your personal cleanliness.

\_\_\_\_\_ Teamwork: Your cooperation with others and team spirit.

***Are you a morning person?*** \_\_\_\_\_

**CONFIDENTIALITY AGREEMENT AND RELEASE**

YOU MUST READ AND SIGN OUR CONFIDENTIALITY AGREEMENT AND RELEASE:

IN CONSIDERATION OF MY EMPLOYMENT, I AGREE TO CONFORM TO THE RULES AND REGULATIONS OF VERO AMORE AND UNDERSTAND THAT MY EMPLOYMENT BY THE COMPANY MAY BE TERMINATED FOR ANY REASON THAT IS NOT PROHIBITED BY LAW. I UNDERSTAND THAT NO ASSISTANT MANAGER OR MANAGER OR ANY REPRESENTATIVE HAS ANY AUTHORITY TO ENTER INTO ANY AGREEMENT FOR EMPLOYMENT FOR ANY SPECIFIED PERIOD OF TIME OR TO MAKE ANY AGREEMENT CONTRARY TO THE FOREGOING. EMPLOYEES AND FORMER EMPLOYEES ARE PROHIBITED FROM RELEASING TO ANY OTHER PARTY ANY INFORMATION WHATSOEVER ABOUT VERO AMORE WHICH IS OF CONFIDENTIAL NATURE OR WHICH COULD BE DEEMED TO CONSTITUTE A "TRADE SECRET". EMPLOYEES OR FORMER EMPLOYEES ARE FURTHER PROHIBITED FROM USING, IN ANY MANNER WHATSOEVER, INFORMATION WHICH IS CONFIDENTIAL, PROPRIETARY, OR PRIVILEGED, WHETHER FOR THEIR PERSONAL BENEFIT OR GAIN, OR FOR THAT OF ANY OTHER PERSON. ANY INFORMATION WHICH HAS NOT BEEN DISCLOSED PUBLICLY IN WRITING SHOULD BE TREATED AS CONFIDENTIAL AND PROPRIETARY.

I DECLARE MY ANSWERS TO THE QUESTIONS ON THIS APPLICATION ARE TRUE, AND GIVE VERO AMORE THE RIGHT TO INVESTIGATE ALL INFORMATION GIVEN AND TO SECURE ADDITIONAL INFORMATION, IF NECESSARY. I UNDERSTAND THAT AN INVESTIGATIVE REPORT MAY BE MADE WHEREBY INFORMATION IS OBTAINED THROUGH PERSONAL INTERVIEWS WITH THIRD PARTIES, SUCH AS FAMILY MEMBERS, BUSINESS ASSOCIATES, FINANCIAL SOURCES, FRIENDS, VERO AMORE OR OTHERS WITH WHOM I AM ACQUAINTED. I UNDERSTAND AND CONSENT TO AN INQUIRY THAT MAY INCLUDE INFORMATION AS TO MY CHARACTER, GENERAL REPUTATION AND PERSONAL CHARACTERISTICS, WHICHEVER MAY BE APPLICABLE. THIS INFORMATION MAY INCLUDE BUT IS NOT LIMITED TO REQUESTS FOR TRANSCRIPTS, CREDIT REPORTS, MOTOR VEHICLE DRIVING RECORDS AND CRIMINAL REPORTS, ETC. I HAVE THE RIGHT TO MAKE A WRITTEN REQUEST WITHIN A REASONABLE PERIOD OF TIME FOR A COMPLETE AND ACCURATE DISCLOSURE OF ADDITIONAL INFORMATION CONCERNING THE NATURE AND SCOPE OF THE INVESTIGATION. IN ACCORDANCE WITH THE LAW, I HEREBY RELEASE FROM ALL LIABILITY OR RESPONSIBILITY ALL PERSONS, COMPANIES OR CORPORATIONS FURNISHING SUCH INFORMATION.

I FURTHER UNDERSTAND THAT ANY MISLEADING OR INCORRECT STATEMENTS OR THE INCOMPLETE FILLING OUT OF THIS APPLICATION MAY RENDER THIS APPLICATION VOID AND, IF EMPLOYED, MAY BE CAUSE FOR IMMEDIATE DISCHARGE.

SIGNATURE OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_