



**EDUCATION**

School Name	Years Completed (Circle)	Diploma or Degree	Describe Course of Study or Major	Describe Specialized Training/Experience/Skills
High School	9 10 11 12			
College/University:	1 2 3 4			
Other:				

**EMPLOYMENT AVAILABILITY**

In the table below, please indicate the days/shifts you are available to work. **Print "Yes" or "No" in the appropriate box.**

\*Please note that we reserve the right to modify start and end shift times as business dictates.\*

	Approx. Timeframe	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
<b>Breakfast</b>	6am-11am							
<b>Lunch</b>	11am-4pm							
<b>Dinner</b>	4pm-10pm							
<b>Late Night</b>	8pm-1am							
<b>Overnight</b>	10pm-6am							

Do you have adequate transportation to and from work?.....  Yes  No

Are you available to work holidays and weekends? .....  Yes  No

We may conduct training on days, or at times, you have other obligations. Is your schedule flexible so you may come to training?  
.....  Yes  No

Are you, or do you plan to be, in school or taking courses at any time while working here? .....  Yes  No

**RECORD OF PREVIOUS EMPLOYMENT**

Please list the names of your present or previous employers in chronological order with present or last employer listed first, for the past five years. Be sure to account for all periods of time including military service and any period of unemployment. Should you need additional space, please use an additional sheet of paper.

<b>Name of Present or Last Employer</b> Address City, State, Zip Code  Telephone Area Code ( )  Title/Duties	<b>Name and Title of Last Supervisor</b>	<b>Dates Employed</b>		<b>Pay</b>
		From: Mo: ____	To: Mo: ____	Start \$ ____
		Year: ____	Year: ____	Final \$ ____
		<b>Exact Reason for leaving</b>		
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<b>Name of Employer</b> Address City, State, Zip Code  Telephone Area Code ( )  Title/Duties	<b>Name and Title of Last Supervisor</b>	<b>Dates Employed</b>		<b>Pay</b>
		From: Mo: ____	To: Mo: ____	Start \$ ____
		Year: ____	Year: ____	Final \$ ____
		<b>Exact Reason for leaving</b>		
<hr/>				
<b>Name of Employer</b> Address City, State, Zip Code  Telephone Area Code ( )  Title/Duties	<b>Name and Title of Last Supervisor</b>	<b>Dates Employed</b>		<b>Pay</b>
		From: Mo: ____	To: Mo: ____	Start \$ ____
		Year: ____	Year: ____	Final \$ ____
		<b>Exact Reason for leaving</b>		

May we contact your current employer? .....  Yes  No  
If no, please explain: \_\_\_\_\_

Have you ever been terminated or asked to resign from any job? .....  Yes  No  
If yes, please explain circumstances: \_\_\_\_\_

**MILITARY AND VOLUNTEER EXPERIENCE**

Have you ever served in a Branch of the Service?.....  Yes  No

Branch of Service: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_ Rank at Discharge \_\_\_\_\_

Are you still an Active Member?.....  Yes  No

Do you volunteer or participate in any Community Service Projects?.....  Yes  No

If yes, please explain: \_\_\_\_\_

Are you interested in participating in raising money or awareness for non-profit organizations with other team members of the Studio Diner? .....  Yes  No

**RELATED QUESTIONS**

Have you ever pled guilty, or no contest to, or been convicted of any felony? .....  Yes  No

If yes, please give the date(s) and details \_\_\_\_\_

**YOU MAY OMIT:** 1) Information concerning an arrest or detention that did not result in conviction, and information concerning a referral to, and participation in, any pre-trial or post-trial diversion program; and 2) any conviction for which the record has been judicially ordered sealed, expunged, or statutorily eradicated; any misdemeanor conviction for which probation has been successfully completed or otherwise discharged and judicially dismissed; and 3) any conviction for a non violent drug possession offense if you have successfully completed drug treatment and the court has set aside the conviction; and 4) any marijuana related offenses that occurred over two years ago. **A CONVICTION WILL NOT NECESSARILY DISQUALIFY YOU FROM EMPLOYMENT.**

**APPLICANT ACKNOWLEDGEMENT AND CONSENT**

Thank you for your interest in employment with Studio Diner. We have a strong commitment to provide a workplace free of alcohol and illegal drugs. It is our intention to provide a healthy and safe workplace for all of our employees as well as maintaining an environment conducive to excellent service to our many clients. In keeping with this commitment, we have a policy prohibiting illegal drugs and alcohol in the workplace. Your signature gives your consent to provide necessary samples at a designated facility, consent to have such samples tested for the presence of drugs and alcohol, and authorizes the release of test results to the designated representative of Studio Diner for its use in evaluating you for employment.

\_\_\_\_\_ Initials

I understand and agree that this application for employment does not create a contract for employment or a guarantee of employment. I understand and agree that if I am hired, my employment is At-Will which means that my employment is for no definite period of time and either the Company or I may terminate the employment relationship with or without cause at any time, with or without advance notice.

\_\_\_\_\_ Initials

All employees handlers are required by San Diego County Code to possess either a valid food handler card issued by a county-authorized food handler training school or a County of San Diego food handler test administered by the current food safety manager who has passed a state-approved food safety certification exam. I understand that I have thirty days to obtain a valid Food Handlers Card. Failure to do so may result in termination of employment.

\_\_\_\_\_ Initials

**ONLY COMPLETED APPLICATIONS, INCLUDING THE SIGNED CONSENT AND STATEMENT AGREEMENT WILL BE CONSIDERED FOR EMPLOYMENT.**

**DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE ACKNOWLEDGEMENT AND CONSENT. IF YOU HAVE ANY QUESTIONS REGARDING THIS STATEMENT, PLEASE ASK A COMPANY REPRESENTATIVE BEFORE SIGNING.**

**MY SIGNATURE BELOW CERTIFIES THAT I HAVE READ AND UNDERSTAND THE FOREGOING AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE INFORMATION ON THIS FORM IS TRUE AND CORRECT.**

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

## Studio Diner Job Descriptions;

We expect responsible persons who can be on time and ready to work for their shifts.

You should have reliable transportation, great decision making skills and be "ALL ABOUT HOSPITALITY"

### Server-

The Diner Food Server is responsible primarily for taking the guest's food and/or beverage orders and delivering it to their table. This person must have exceptional communication skills as well as superior guest service abilities.

This is a fast paced position with constant customer interaction.

### Host/Greeter

Must be able to greet the guests at the door with a warm inviting welcome and know which sections to seat them.

Always escort the guest to their table and hand menus to them to read while they wait for their server.

Always inform the server that new guests have been seated at their section.

Ability to maintain an Aura of control that projects to the guests and our staff of your ability to warmly welcome our guests and assure them of the great dining experience to follow.

Maintain a constant, orderly flow of seating the Servers sections fairly and keeping the Greeter area visually appealing to all people who enter & leave the Diner.

### Line Cook and Prep Cook

·Prepares and produces menu items to standards in a quick and efficient manner.

·Can prepare items such as but not limited to salads, appetizers, American, and "East Coast style" dishes, etc.

·Prepares, cooks, and seasons all food.

·Must show skills in fry cook, broiler, and Garde Manger.

·Controls food production in all work areas including proper cooking methods, proper cooking times and temperature.

·Adheres to kitchen maintenance and sanitation programs.

·Maintains assigned station and equipment in a clean and sanitary condition.

### Busser

Maintains proper levels of required supplies and high level of cleanliness in assigned areas at all times.

Remove dirty dishes, soiled linen, glassware and silver from table and countertops, then carries items back to the dishwashing area in an approved manner. Maintain a high standard of cleanliness in assigned areas at all times. **Reset tables** in a prompt and efficient manner, keeping floor area under table clean. Work with the servers, as a team, to provide excellent and ongoing service to our guests.

### Food Runner

Must be physically strong and able to balance a service tray on shoulder.

Must be able to get along with co-workers and work as a team