

Please read this page and then sign and date

Angelo's Pizza Employment Readiness Checklist

There are three primary positions of employment with Angelo's Pizza of Smithfield, LLC. Each of these roles, in their own way, are laborious filled with fast-paced and physical tasks. These tasks involve bending, kneeling, squatting, climbing (small ladders and step stools), lifting, reaching, tasks involving manual dexterity of the hands, standing for long periods of time, multi-tasking, and moving about the restaurant, sometimes at a fast pace. **It is the responsibility of the applicant to notify the hiring manager, during the initial interview, of any duties on the following list that you "temporarily" cannot perform, at the time of hire, for the position applied for:**

Server

- Prolonged standing to answer phones and tend to customer tables
- Lifting items up to a maximum of 20 lbs
- Bending over to retrieve items
- Bending over for cleaning...toilets, sinks, sweeping floor and using a dustpan
- Bending over for cleaning...mopping floor and wringing a mop into a bucket, emptying bucket of water
- Assembling pizza boxes
- Prolonged standing for food prep or washing dishes
- Packaging meals for delivery
- Cleaning windows
- Climbing, and extending arms to reach dishes, plates, and utensils on high shelving
- Minimum Smoking Breaks

Deliver Driver

- Lifting bulk food items a minimum of at least 30 lbs to a maximum of 60 lbs
- Bending over to retrieve items
- Bending over for cleaning...sweeping floor and using a dustpan
- Bending over for cleaning...mopping and wringing a mop into a bucket, emptying bucket of water
- Packaging meals for delivery and assembling pizza boxes
- Prolonged standing for washing dishes and food prep

Cook

- Prolonged standing and frequent bending to perform cooking duties
- Lifting bulk food items a maximum of at least 60 lbs
- Prolonged standing, bending, stretching, and reaching for advanced cleaning duties
- Prolonged standing for occasionally washing dishes or food prep
- Packaging meals for delivery
- Climbing, and extending arms to reach dishes, plates, and utensils on high shelving
- Minimum Smoking Breaks

If you have a "*temporary*" physical condition that currently prevents you from completing any job-related duties on this list, it is expected that within no more than 120 days after hire, your condition will improve, thus allowing you to be able to perform all required job functions without assistance or accommodation.

Signature of Applicant

Date

HR Designee Signature

Date

Angelo's Pizza
Application for Employment

Please complete this application completely! Incomplete applications will be discarded!!

Name _____ Date _____

Address _____ (City/Zip) _____

Email Address _____ Phone _____

Position Applied For _____ Date Available _____

Date of Birth _____ Driver's License Number _____ State _____

Are You a U.S. Citizen? _____

If You Are a Non-Resident Are You Authorized to Work in the U.S.? _____

Please list all education including college, vocational and trade schools. Begin with high school.

| Dates of Attendance (Month and Year) | Name of School (City and State) | Program & Degree | Did You Graduate? |
|---|------------------------------------|------------------|-------------------|
| | | | |
| | | | |
| | | | |
| | | | |

All positions are **part-time** unless otherwise stated!

Are you applying for an advertised vacancy? Yes No _____

Did someone refer you to us? Yes No If so, who? _____

How did you learn about us? Walk-in Job Signs Facebook Online Job Ad

If you have a Facebook account, what name is it under? _____

Please list all previous employment for the past five years. Be sure to list a phone number for your immediate supervisor.

| Dates of Employment (Month and Year) | Name of Employer And Location (City and State) | Your Position or Title and Starting Pay | Supervisor Name and <u>*Phone Number*</u> |
|---|---|--|--|
| | | Job Title: | |
| | | Starting Pay: | |
| | | Job Title: | |
| | | Starting Pay: | |
| | | Job Title: | |
| | | Starting Pay: | |
| | | Job Title: | |
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| | | Job Title: | |
| | | Starting Pay: | |
| | | Job Title: | |
| | | Starting Pay: | |

Briefly explain any restaurant, cashier, point of sale (POS), or supervisory experience as far as your duties and responsibilities if applicable:

Do you have your own transportation? YES NO

If no, how will you get to and from work each day and will this source of transportation be reliable?

Note: (You may occasionally be asked to work on one of your scheduled days off, come in earlier, or work later than scheduled if and when necessary)

List all languages that you speak fluently:

List any days or times that you cannot work and explain why?

List Three Professional References who can speak on your employment history

| Name | Relationship (Supervisor, Employee, Co-worker, etc.) | Phone Number |
|-------------|---|---------------------|
| | | |
| | | |
| | | |

Your signature below attests that all information in this application is true to the best of your ability.

Signature _____ Date _____

(To be completed by Management Only) Date of Interview _____

Date of Hire _____