



2601 S. 70TH STREET, LINCOLN, NE 68506
402-434-9350

APPLICATION FOR EMPLOYMENT

*** YOUR APPLICATION WILL BE ACTIVE FOR 30 DAYS. IF YOU ARE NOT HIRED DURING THAT TIME PERIOD, BUT WISH TO CONTINUE TO BE CONSIDERED FOR AVAILABLE POSITIONS, YOU MUST COMPLETE A NEW APPLICATION. ***

THE COMPANY IS AN EQUAL OPPORTUNITY EMPLOYER AND BELIEVES STRONGLY IN THE PRINCIPLES OF NON-DISCRIMINATION; THEREFORE, NO ACTION WILL BE TAKEN OR WITHHELD ON THE BASIS OF RACE, COLOR, RELIGION, SEX, DISABILITY, NATIONAL ORIGIN, AGE (40 OR OLDER), GENETIC INFORMATION, VETERAN'S STATUS, MARITAL STATUS, OR ANY OTHER LEGALLY RECOGNIZED PROTECTED BASIS UNDER FEDERAL, STATE OR LOCAL LAWS, REGULATIONS OR ORDINANCES.

APPLICANTS WITH DISABILITIES MAY BE ENTITLED TO REASONABLE ACCOMMODATION UNDER THE TERMS OF THE AMERICANS WITH DISABILITIES ACT, NEBRASKA FAIR EMPLOYMENT PRACTICE ACT AND LOCAL LAWS. A REASONABLE ACCOMMODATION IS A CHANGE IN THE WAY THINGS ARE NORMALLY DONE WHICH WILL ENSURE AN EQUAL EMPLOYMENT OPPORTUNITY WITHOUT IMPOSING UNDUE HARDSHIP ON THE COMPANY. PLEASE INFORM THE COMPANY'S REPRESENTATIVE IF YOU NEED ASSISTANCE COMPLETING ANY FORMS OR TO OTHERWISE PARTICIPATE IN THE APPLICATION PROCESS.

PLEASE READ CAREFULLY AND PRINT CLEARLY

APPLICANT INFORMATION

DATE	_____	_____	_____
	(MONTH)	(DAY)	(YEAR)
LAST NAME	_____	FIRST	_____
		MIDDLE	_____
STREET ADDRESS	_____		APARTMENT/UNIT # _____
CITY	_____	STATE	_____
		ZIP CODE	_____
PHONE NUMBER	() _____		

JOB INTEREST

TYPE OF POSITION DESIRED - (CHECK ALL APPLICABLE)

CHECK PREFERENCE

- SALARIED
 VARIABLE HOURLY

RESTAURANT OPERATIONS

- KITCHEN MANAGEMENT
 DINING ROOM OTHER _____
 SUPERVISOR

SPECIFIC POSITION DESIRED _____ LOCATION DESIRED _____

DATE AVAILABLE _____ HOURS AND DAYS AVAILABLE _____

ARE YOU WILLING TO WORK WEEKENDS IF YOUR POSITION REQUIRES IT? Yes No

GENERAL INFORMATION

The Fair Labor Standards Act requires that employees be at least 18 years old to work in jobs declared hazardous by the Secretary of Labor. In addition, employees serving or selling alcoholic beverages in Nebraska must be at least 19 years of age. The Fair Labor Standards Act requires the Company to maintain certain records including your birthdate, if you are younger than 19 years of age. Therefore, we ask that you fill in your birthdate if you are younger than 19 years of age.

BIRTHDATE [IF UNDER 19 YEARS OF AGE] _____ (MONTH) _____ (DAY) _____ (YEAR)

ARE YOU AUTHORIZED TO WORK IN THE UNITED STATES? YES NO

WORK PERMIT NUMBER _____ EXPIRATION DATE _____

AFTER EXAMINATION OF THE JOB DESCRIPTION GIVEN TO YOU, CAN YOU PERFORM THE SPECIFIED JOB FUNCTIONS DESCRIBED? YES NO

IF NO, WOULD YOU NEED A SPECIFIC ACCOMMODATION IF HIRED, PLEASE EXPLAIN: _____

HAVE YOU PREVIOUSLY BEEN EMPLOYED WITH THIS COMPANY OR ANY OF ITS AFFILIATES? YES NO

IF YES, WHEN? _____ LOCATION _____ JOB TITLE _____

WAS EMPLOYMENT UNDER DIFFERENT NAME? YES NO IF YES, GIVE NAME _____

REASON FOR LEAVING _____

HAVE YOU PREVIOUSLY APPLIED FOR A POSITION WITH THIS COMPANY OR ANY OF ITS AFFILIATES? YES NO

IF YES, GIVE DATE(S): _____

A CONVICTION RECORD IS NOT AN AUTOMATIC BAR TO EMPLOYMENT. EACH CASE WILL BE CONSIDERED WITH REGARD TO FACTORS SUCH AS AGE AT TIME OF OFFENSE, SERIOUSNESS, NATURE OF THE VIOLATION, AND REHABILITATION.

YOU ARE NOT REQUIRED TO DISCLOSE A SEALED JUVENILE RECORD, WHICH INCLUDES RECORDS OF: AN ARREST, BEING TAKEN INTO CUSTODY, A COMPLAINT, DISPOSITION OF A CASE, DIVERSION OR ADJUDICATION OF A CRIMINAL CHARGE, OR A SENTENCE FOLLOWING CONVICTION.

HAVE YOU EVER BEEN CONVICTED OF A VIOLATION OF LAW OTHER THAN A MINOR TRAFFIC VIOLATION? YES NO

IF YES, PLEASE EXPLAIN _____

PREVIOUS EMPLOYMENT-(INCLUDE PART-TIME AND VACATION JOBS)

****LIST IN ORDER, BEGINNING WITH THE MOST RECENT****

1.

COMPANY NAME _____

ADDRESS _____ PHONE NUMBER (____) _____

CITY _____ STATE _____ ZIP _____ IMMEDIATE SUPERVISOR _____

JOB TITLE	STARTING PAY RATE \$ _____ PER _____	ENDING PAY RATE \$ _____ PER _____
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RESPONSIBILITIES AND DUTIES: _____

EMPLOYMENT DATES: START: _____	END: _____	REASON FOR LEAVING: _____
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2.

COMPANY NAME _____

ADDRESS _____ PHONE NUMBER (____) _____

CITY _____ STATE _____ ZIP _____ IMMEDIATE SUPERVISOR _____

JOB TITLE	STARTING PAY RATE \$ _____ PER _____	ENDING PAY RATE \$ _____ PER _____
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RESPONSIBILITIES AND DUTIES: _____

EMPLOYMENT DATES: START: _____	END: _____	REASON FOR LEAVING: _____
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3.

COMPANY NAME _____

ADDRESS _____ PHONE NUMBER (____) _____

CITY _____ STATE _____ ZIP _____ IMMEDIATE SUPERVISOR _____

JOB TITLE	STARTING PAY RATE \$ _____ PER _____	ENDING PAY RATE \$ _____ PER _____
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RESPONSIBILITIES AND DUTIES: _____

EMPLOYMENT DATES: START: _____	END: _____	REASON FOR LEAVING: _____
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REFERENCES

LIST INDIVIDUALS WHO ARE WELL ACQUAINTED WITH YOUR QUALIFICATIONS. DO NOT LIST RELATIVES, FORMER EMPLOYEES, OR SUPERVISORS.

<u>NAME</u>	<u>TITLE</u>	<u>ADDRESS</u>	<u>PHONE NUMBER</u>
1.			
2.			
3.			
4.			

PLEASE READ CAREFULLY BEFORE SIGNING

I CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE, TO THE BEST OF MY KNOWLEDGE. AND I UNDERSTAND THAT ANY MISREPRESENTATION OR WILLFUL OMISSION OF FACTS IS SUFFICIENT REASON FOR REJECTION OF MY APPLICATION OR TERMINATION OF MY EMPLOYMENT.

I HEREBY AGREE AND AUTHORIZE THE COMPANY TO DEDUCT, WITHHOLD, OR DIVERT FROM MY WAGES ANY AMOUNTS NECESSARY TO OFFSET ANY DAMAGES CAUSED BY ME OR THE VALUE OF ANY PROPERTY OR MONEY ENTRUSTED TO ME BY OR OWED BY ME TO THE COMPANY DURING THE COURSE OF MY EMPLOYMENT WITH THE COMPANY, PROVIDED THAT IT DOES NOT CAUSE ME TO RECEIVE LESS THAN THE MINIMUM HOURLY WAGE REQUIRED BY STATE AND FEDERAL LAWS.

I AGREE THAT I WILL SETTLE ANY AND ALL PREVIOUSLY UNASSERTED CLAIMS, DISPUTES, OR CONTROVERSIES ARISING OUT OF OR RELATING TO MY APPLICATION FOR CANDIDACY FOR EMPLOYMENT, EMPLOYMENT, AND/OR CESSATION OF EMPLOYMENT WITH THE COMPANY BY FINAL AND BINDING ARBITRATION BEFORE A NEUTRAL ARBITRATOR. BY WAY OF EXAMPLE ONLY, SUCH CLAIMS INCLUDE CLAIMS UNDER FEDERAL, STATE, AND LOCAL STATUTORY OR COMMON LAW, SUCH AS AGE DISCRIMINATION IN EMPLOYMENT ACT, TITLE VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED, INCLUDING THE AMENDMENTS OF THE CIVIL RIGHTS ACT OF 1991, THE AMERICANS WITH DISABILITIES ACT, THE LAW OF CONTRACT, AND THE LAW OF TORT.

I HEREBY CERTIFY THAT, IF EMPLOYED, I WILL REPORT TO MY SUPERVISOR OR OTHER MEMBER OF MANAGEMENT, IF I AM EVER HARASSED BY SOMEONE IN THE COMPANY OR IF I EVER BECOME AWARE OF ANY UNETHICAL BEHAVIOR BY ANY EMPLOYEE.

I EXPRESSLY UNDERSTAND AND AGREE THAT, IF EMPLOYED, MY EMPLOYMENT, HAVING NO SPECIFIED TERM, IS BASED UPON MUTUAL CONSENT AND MAY BE TERMINATED AT WILL, WITH OR WITHOUT CAUSE, BY EITHER PARTY (COMPANY OR ME) WITHOUT PRIOR NOTICE TO THE OTHER. I UNDERSTAND THAT IF I WANT TO LEAVE IN GOOD STANDING, I WILL PROVIDE TWO WEEKS' NOTICE TO MY SUPERVISOR BEFORE TERMINATING MY EMPLOYMENT.

MY SIGNATURE IS EVIDENCE THAT I HAVE READ AND AGREE WITH THE ABOVE STATEMENTS.

(DATE)

(APPLICANT'S SIGNATURE)



**CONSENT TO PROVIDE EMPLOYMENT HISTORY
TO PROSPECTIVE EMPLOYER
AUTHORIZED BY LB 959 (COPY ATTACHED)**

I, _____, (applicant), hereby give consent to any and all of my prior employers to provide information with regard to my employment with my prior employers to the Company (prospective employer).

I consent to the disclosure of the following information about me by any and all of my prior employers:

1. Date and duration of employment;
2. Pay rate and wage history on the date of receipt of this written consent;
3. Job description and duties;
4. The most recent written performance evaluation prepared prior to the date of the request for information and provided to me during the course of my employment;
5. Attendance information;
6. Results of drug or alcohol tests administered within one year prior to the request for information;
7. Threats of violence, harassing acts, or threatening behavior related to the workplace or directed at another employee;
8. Whether I was voluntarily or involuntarily separated from employment and the reasons for the separation; and
9. Whether I am eligible for rehire.

The consent is valid for six months from the date of my signature below.

Printed Name

Signature

Date

2601 S. 70th Street • Lincoln, NE 68506 • (402) 434-9350
Fax • (402) 434-9325

LEGISLATIVE BILL 959

Approved by the Governor April 10, 2012

Introduced by Janssen, 15; Coash, 27.

FOR AN ACT relating to labor; to provide immunity to employers for job references.

Be it enacted by the people of the State of Nebraska,

Section 1. (1)(a) A current or former employer may disclose the following information about a current or former employee's employment history to a prospective employer of the current or former employee upon receipt of written consent from the current or former employee:

(i) Date and duration of employment;

(ii) Pay rate and wage history on the date of receipt of written consent;

(iii) Job description and duties;

(iv) The most recent written performance evaluation prepared prior to the date of the request and provided to the employee during the course of his or her employment;

(v) Attendance information;

(vi) Results of drug or alcohol tests administered within one year prior to the request;

(vii) Threats of violence, harassing acts, or threatening behavior related to the workplace or directed at another employee;

(viii) Whether the employee was voluntarily or involuntarily separated from employment and the reasons for the separation; and

(ix) Whether the employee is eligible for rehire.

(b) The current or former employer disclosing such information shall be presumed to be acting in good faith and shall be immune from civil liability for the disclosure or any consequences of such disclosure unless the presumption of good faith is rebutted upon a showing by a preponderance of the evidence that the information disclosed by the current or former employer was false, and the current or former employer had knowledge of its falsity or acted with malice or reckless disregard for the truth.

(2)(a) The consent required in subsection (1) of this section shall be on a separate form from the application form or, if included in the application form, shall be in bold letters and in larger typeface than the largest typeface in the text of the application form. The consent form shall state, at a minimum, language similar to the following:

I, (applicant), hereby give consent to any and all prior employers of mine to provide information with regard to my employment with prior employers to (prospective employer).

(b) The consent must be signed and dated by the applicant.

(c) The consent will be valid for no longer than six months.

(3) This section shall also apply to any current or former employee, agent, or other representative of the current or former employer who is authorized to provide and who provides information in accordance with this section.

(4)(a) This section does not require any prospective employer to request employment history on a prospective employee and does not require any current or former employer to disclose employment history to any prospective employer.

(b) Except as specifically amended in this section, the common law of this state remains unchanged as it relates to providing employment information on current and former employees.

(c) This section applies only to causes of action accruing on and after the effective date of this act.

(5) The immunity conferred by this section shall not apply when an employer discriminates or retaliates against an employee because the employee has exercised or is believed to have exercised any federal or state statutory right or undertaken any action encouraged by the public policy of this state.