



## APPLICATION FOR EMPLOYMENT

### BEFORE YOU APPLY:

Before you apply for a position with The Old Arcana / JLS Hospitality Group Inc., you should know:

#### **This will not be your ordinary restaurant gig.**

You see, spectacular food and drink is our life's passion. We don't just like to cook... great food consumes every fiber of our bodies and souls.

We're completely geeked out by candy stripe beets. We have 15 different kind of salt. We live for the amazing textures and flavors that this earth provides for us and we'll run to the edge of that earth to find something good just so we can share it with others.

We've created a business that allows us to share that passion through the creation of spectacular food and dining experiences for other people. Creating *the best* food and *the best* experience for our customers is what we're all about.

#### **What does all of that have to do with you?**

The people selected to be a part of The Old Arcana team will be those who share our passion for food and dedication to excellence. We want folks who love food as much as we do who are willing to go the extra mile for the good of all involved.

All hired members of The Old Arcana team can expect to go through our training program prior to beginning work, which will not only include service training, but full knowledge of the week's menu, where our food is sourced and why we have chosen to include each selection during a particular growing season. Becoming this involved includes reading, taking notes and tasting each dish, so hired applicants should expect regular team meetings prior to each service. Those who are of age should expect to taste and know our wines and spirits as well. We want our customers to be informed as they order, entertained as they dine and happy when they leave. Informed, passionate team members make that happen.

**In other words, we're not just looking for bodies to fill open positions.  
We're looking for folks who want to make food their passion as well.**

If this sounds like you, please fill out this application as quickly as you can because we'll want to talk with you.

Email your completed application along with a resume if you have one to: [careers@oldarcana.com](mailto:careers@oldarcana.com) or bring it back to the restaurant **on application days**. The days we'll be accepting applications in person will be posted on the [oldarcana.com](http://oldarcana.com) web site as well as our Facebook page. We'll review applications as they are received and call those who we feel will be a good fit for their first round of interviews.

**Thanks for your interest in The Old Arcana.**





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The Old Arcana / JLS Hospitality Group, Inc. is an Equal Opportunity employer. All employment decisions are based on business needs, job requirements and individual qualifications, without regard to race, color, religion or belief, national, social or ethnic origin, sex (including pregnancy), age, sexual orientation, gender identity and/or expression, marital, civil union or domestic partnership status, or any other basis prohibited by applicable law. Hiring, transferring and promotion practices are performed without regard to the above listed items.

<input type="checkbox"/> DISHWASHER	<input type="checkbox"/> PREP COOK	<input type="checkbox"/> SOUS CHEF	<input type="checkbox"/> BAKER	<input type="checkbox"/> CATERING STAFF
<input type="checkbox"/> DRIVER	<input type="checkbox"/> DINING SERVER	<input type="checkbox"/> HOST / HOSTESS	<input type="checkbox"/> BARTENDER	<input type="checkbox"/> MANAGER

### APPLICANT INFO:

LAST NAME		FIRST NAME	
STREET ADDRESS			
CITY/STATE/ZIP			
PHONE		EMAIL	
SOCIAL SECURITY #		ARE YOU 18 OR OLDER?	<input type="checkbox"/> YES <input type="checkbox"/> NO
ARE YOU A CITIZEN OF THE UNITED STATES?	<input type="checkbox"/> YES <input type="checkbox"/> NO		
IF NO, ARE YOU AUTHORIZED TO WORK IN THE U.S.?	<input type="checkbox"/> YES <input type="checkbox"/> NO		
HAVE YOU EVER WORKED FOR THIS COMPANY ?	<input type="checkbox"/> YES <input type="checkbox"/> NO		
IF YES, PLEASE LIST WHEN:			
DO YOU HAVE A VALID DRIVER'S LICENSE?	<input type="checkbox"/> YES <input type="checkbox"/> NO		
DO YOU HAVE RELIABLE TRANSPORTATION TO WORK?	<input type="checkbox"/> YES <input type="checkbox"/> NO		
HAVE YOU EVER BEEN CONVICTED OF A CRIME?	<input type="checkbox"/> YES <input type="checkbox"/> NO		
IF YES, PLEASE EXPLAIN NUMBER OF CONVICTION(S), NATURE OF OFFENSE(S), HOW RECENTLY SUCH OFFENSE(S) WERE COMMITTED, SENTENCE(S) IMPOSED AND TYPE OF REHABILITATION.			
ARE YOU INTERESTED IN PART TIME OR FULL TIME?	<input type="checkbox"/> PART TIME <input type="checkbox"/> FULL TIME		
WHEN ARE YOU AVAILABLE TO WORK?	<input type="checkbox"/> MORNING <input type="checkbox"/> MID DAY <input type="checkbox"/> EVENING <input type="checkbox"/> MONDAY <input type="checkbox"/> TUESDAY <input type="checkbox"/> WEDNESDAY <input type="checkbox"/> THURSDAY <input type="checkbox"/> FRIDAY <input type="checkbox"/> SATURDAY <input type="checkbox"/> SUNDAY		



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### EDUCATION:

HIGH SCHOOL	
COLLEGE	
CULINARY	
HOSPITALITY	
OTHER	
SPECIAL SKILLS	

### WORK EXPERIENCE:

EMPLOYER 1		SUPERVISOR	
RESPONSIBILITIES			
DATES WORKED	FROM _____ TO _____	POSITION	
STARTING SALARY		ENDING SALARY	
LEFT BECAUSE...			
MAY WE CONTACT YOUR SUPERVISOR FOR A REFERENCE?	<input type="checkbox"/> YES <input type="checkbox"/> NO		
PREVIOUS EMPLOYER'S CONTACT INFO			

EMPLOYER 2		SUPERVISOR	
RESPONSIBILITIES			
DATES WORKED	FROM _____ TO _____	POSITION	
STARTING SALARY		ENDING SALARY	
LEFT BECAUSE...			
MAY WE CONTACT YOUR SUPERVISOR FOR A REFERENCE?	<input type="checkbox"/> YES <input type="checkbox"/> NO		
PREVIOUS EMPLOYER'S CONTACT INFO			



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**WORK EXPERIENCE:**

EMPLOYER 3		SUPERVISOR	
RESPONSIBILITIES			
DATES WORKED	FROM _____ TO _____	POSITION	
STARTING SALARY		ENDING SALARY	
LEFT BECAUSE...			
MAY WE CONTACT YOUR SUPERVISOR FOR A REFERENCE?	<input type="checkbox"/> YES <input type="checkbox"/> NO		
PREVIOUS EMPLOYER'S CONTACT INFO			

**REFERENCES:**

FULL NAME			
COMPANY			
RELATIONSHIP		PHONE NUMBER	
ADDRESS			

FULL NAME			
COMPANY			
RELATIONSHIP		PHONE NUMBER	
ADDRESS			

FULL NAME			
COMPANY			
RELATIONSHIP		PHONE NUMBER	
ADDRESS			



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**ANYTHING ELSE YOU'D LIKE US TO KNOW?**

WHY SHOULD WE HIRE YOU?	

**ANYTHING ELSE YOU'D LIKE US TO KNOW?**


I agree that all of the above information is accurate to the best of my knowledge.

By placing this application for employment with The Old Arcana / JLS Hospitality Group Inc., I consent to information being obtained through personal interviews with my former employers, personal references and other acquaintances. Such an inquiry would include information as to character, general reputation, personal characteristics and my ability to perform the duties of the job for which I have applied. If employed, I agree to engage in no outside activity which would involve a material conflict of interest with, or which could reflect adversely on The Old Arcana / JLS Hospitality Group Inc. I understand this decision is to rest with The Old Arcana / JLS Hospitality Group Inc.

In consideration of my employment, if I am employed, I agree to conform to the employment policies of The Old Arcana / JLS Hospitality Group Inc., and I understand that my employment and compensation can be terminated, with or without notice, at any time, at the option of either the Company or myself. I understand that completion of this Application for Employment does not guarantee that I have been employed by The Old Arcana / JLS Hospitality Group Inc.

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**FOR EMPLOYER USE ONLY:**

APPLICATION DATE		1ST INTERVIEW DATE	
2ND INTERVIEW DATE		FILE?	<input type="checkbox"/> YES <input type="checkbox"/> NO