



Application For Employment

Hi, thanks for downloading our employment application; we look forward to receiving your completed application and meeting you in person. Please follow the instructions on this page so that you are able to save and email your application correctly. When you complete the form please email it to ineedajob@thetomatohead.com.

Requirements

- Adobe Reader or Adobe Acrobat Reader DC
- Do not attempt to complete fillable forms within your internet browser.
- Mac users must install Adobe Acrobat/Reader. Mac Preview will not work with fillable PDF forms.

Completing the Application in Mac OSX

OSX by default uses the application 'Preview' to render forms instead of Acrobat Reader.

'Preview' does not support PDF forms, therefore will not work while being used in this program.

1. Install the most recent version of Adobe Reader (<http://get.adobe.com/reader>)
2. Save the form to your local drive on your own computer and note the location of the saved file. (ex. Downloads)
3. Open the Adobe Acrobat/Reader application
4. On the Acrobat Reader menu, go to File->Open. Open the file from the location in which you saved it.
The form will not work if you simply double-click it, unless Acrobat/Reader is already your default PDF viewer.
5. Complete the form and save the changes before emailing or printing.

Completing the Application in Windows

1. Install the most recent version of Adobe Reader (<http://get.adobe.com/reader>)
2. Save the form to your local drive on your own computer and note the location of the saved file. (ex. My Documents)
3. Open the Adobe Acrobat/Reader application
4. On the Acrobat Reader menu, go to File->Open. Open the file from the location in which you saved it.
5. Complete the form and save the changes before emailing or printing.



Application For Employment

Today's Date _____

Name _____

Address _____

City, State, Zip _____

Phone _____

Email _____

Best way to contact you? Phone Email

Position you would like to fill _____

At which location are you interested in working? Downtown Knoxville - Market Square West Knoxville - Gallery Shopping Center Flour Head Bakery

When can you work?

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Lunch							
Dinner							

When can you start? _____

What do you expect your starting pay to be? _____

What title or words would you use to describe yourself in your current or former job?

What are your plans for the next six months?

If any of your plans in the next 3 months would require time off from work please list the dates you would need off. If you are currently employed, why are you seeking a change?

If you are in school what are you studying?

What are your hobbies?

List three things that you believe are important in food service, from the food service employee's perspective

1. _____

2. _____

3. _____

List three things you believe are important in food service from the customer's perspective

1. _____

2. _____

3. _____

Why have you chosen to work in restaurants?

What do you most enjoy about the restaurant business?

What do you least enjoy about the restaurant business?

Why do you want to work at The Tomato Head?

Why would you be a good choice for this position?

In the past month have you done anything to improve a situation or process, either personally or professionally?
if so, please explain.

If you are applying for a kitchen position briefly describe your experience in the following areas
(leave any blank where you have no experience)

Prep:

Sandwich:

Pizza:

Salad:

Please check the highest level of education you have reached

- High School Diploma or GED
- Completion of trade school (enter type of school) _____
- Some college or junior college study
- Associates or Bachelor's Degree
- Some graduate school
- Graduate School Degree

WORK HISTORY

List past three places of employment listing most recent employment first, or list three most significant restaurant positions.

Position 1

Name of Business _____

City and State _____

Job Title _____

Month/Year Hired _____ Month/Year Left _____

Starting Salary _____ Ending Salary _____

Reason for leaving:

Supervisor's name _____

Position _____

Phone _____

Major Responsibilities and Accomplishments:

Position 2

Name of Business _____

City and State _____

Job Title _____

Month/Year Hired _____ Month/Year Left _____

Starting Salary _____ Ending Salary _____

Reason for leaving:

Supervisor's name _____

Position _____

Phone _____

Major Responsibilities and Accomplishments:

Position 3

Name of Business _____

City and State _____

Job Title _____

Month/Year Hired _____ Month/Year Left _____

Starting Salary _____ Ending Salary _____

Reason for leaving:

Supervisor's name _____

Position _____

Phone _____

Major Responsibilities and Accomplishments:

Answer the following questions if you are applying for server or counter position

You are waiting tables. You take one table's dinner order, you turn around to turn your ticket in and notice you have a new table; what do you do next?

You walk by a table and someone asks you for a drink refill but the table is in the section of another server, what do you do?

If you are asked to run food to a table and there is hot food and cold food involved which items take precedence?

A customer tells you they have been waiting for their food for a long time. What would your response be?

You are taking a customer's order who is standing at the to-go counter. The phone starts ringing; you are the only one at the counter. How would you handle the situation?

Note: The Tomato Head does not allow smoke breaks during shifts.

I certify that the information above is complete and accurate to the best of my knowledge. I authorize the individuals, companies, and agencies concerned to provide this company and its agents with all information necessary to verify the statements I have made in this application, and I release them from any liability for so doing. I understand I must receive satisfactory references from previous employers before an offer of employment can be made. I understand that incomplete or unsigned applications will not be considered and that false, incomplete, or misleading statements are grounds for my immediate discharge.

Print Name _____

Date _____

To save, click the disk icon in the toolbar or choose File > Save As > PDF
After saving your completed application please attach to an email and send to ineedajob@thetomatohead.com