

# Château Chantal Application for Employment

TODAYS DATE: \_\_\_\_\_

15900 Rue de Vin, Traverse City, MI 49686 (231) 223-4110 Pre-employment questionnaire, an equal opportunity employer

## PERSONAL INFO

Name (last, first) \_\_\_\_\_

Present Address: \_\_\_\_\_  
STREET CITY STATE ZIP

Permanent Address \_\_\_\_\_  
if different STREET CITY STATE ZIP

Phone No \_\_\_\_\_  
HOME CELL WORK

Email \_\_\_\_\_

Are you prevented from lawfully becoming employed in this country because of visa or immigration status? -yes / -no

Are you 21 years or older -yes / -no  Are you 18 years or older: -yes / -no

Have you ever been convicted of a felony? -yes / -no Have you ever been convicted of an alcohol related infraction? -yes / -no

If yes to either of above please provide details: \_\_\_\_\_

## EMPLOYMENT:

Position Desired: -Tasting room -B&B-housekeeping, -B&B-front desk, -B&B-kitchen  other:  \_\_\_\_\_

Date you can start? \_\_\_\_\_ Acceptable wage range? \_\_\_\_\_

What days/hrs are you available? \_\_\_\_\_

What days/hrs are you not available? \_\_\_\_\_

Are you employed now? -yes  -no  If so, may we inquire of your present employer? -yes  -no

Ever applied to this company before? -yes  -no  When? \_\_\_\_\_

Referred by? \_\_\_\_\_

## PRIOR EMPLOYMENT

 List below last three employers, starting with the last one first.

**Employer Name** \_\_\_\_\_

Address: \_\_\_\_\_  
STREET CITY STATE ZIP

Phone: \_\_\_\_\_ Employed from ( \_\_\_\_ / \_\_\_\_ / \_\_\_\_ ) to ( \_\_\_\_ / \_\_\_\_ / \_\_\_\_ )

Salary/ Position \_\_\_\_\_ Reason for Leaving? \_\_\_\_\_

**Employer Name** \_\_\_\_\_

Address: \_\_\_\_\_  
STREET CITY STATE ZIP

Phone: \_\_\_\_\_ Employed from ( \_\_\_\_ / \_\_\_\_ / \_\_\_\_ ) to ( \_\_\_\_ / \_\_\_\_ / \_\_\_\_ )

Salary/ Position \_\_\_\_\_ Reason for Leaving? \_\_\_\_\_

**Employer Name** \_\_\_\_\_

Address: \_\_\_\_\_  
STREET CITY STATE ZIP

Phone: \_\_\_\_\_ Employed from ( \_\_\_\_ / \_\_\_\_ / \_\_\_\_ ) to ( \_\_\_\_ / \_\_\_\_ / \_\_\_\_ )

Salary/ Position \_\_\_\_\_ Reason for Leaving? \_\_\_\_\_

Which of these jobs did you like best? \_\_\_\_\_

What did you like the most about this job? \_\_\_\_\_

**EDUCATION**

High School Name/Location \_\_\_\_\_ # Yrs attended \_\_\_\_\_

Did you graduate? -yes  -no

College Name/Location \_\_\_\_\_ # Yrs attended \_\_\_\_\_

Did you graduate? -yes  -no  Subject studied/ Degree earned: \_\_\_\_\_

Other Name/Location \_\_\_\_\_ # Yrs attended \_\_\_\_\_

Did you graduate? -yes  -no  Subject studied/ Degree earned: \_\_\_\_\_

**REFERENCES (at least 2 of the 3 should be work/school related, only 1 personal reference please)**

**Name** \_\_\_\_\_

Address: \_\_\_\_\_  
STREET CITY STATE ZIP

Phone No : \_\_\_\_\_ # of years acquainted: \_\_\_\_\_

**Name** \_\_\_\_\_

Address: \_\_\_\_\_  
STREET CITY STATE ZIP

Phone No : \_\_\_\_\_ # of years acquainted: \_\_\_\_\_

**Name** \_\_\_\_\_

Address: \_\_\_\_\_  
STREET CITY STATE ZIP

Phone No : \_\_\_\_\_ # of years acquainted: \_\_\_\_\_

**OTHER**

Special Skills (wine related or other) \_\_\_\_\_

Activities (civic, athletic, etc.) \_\_\_\_\_

In case of emergency notify: \_\_\_\_\_  
name, address, phone #

"I certify that all the information submitted by me on this application is true and complete and I understand that if any false information omissions or misrepresentations are discovered my application may be rejected and if I am employed my employment may be terminated at any time

In consideration of my employment I agree to conform to the company's rules and regulations and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at either my or the company's option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice, at any time by the company. I understand that no company representative other than its president, and then only when in writing and signed by the president, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing."

Date \_\_\_\_\_ Signature \_\_\_\_\_

APPLICANT: DO NOT WRITE BELOW THIS AREA

Interviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Remarks: \_\_\_\_\_

Neatness \_\_\_\_\_ Ability \_\_\_\_\_ Hired: yes  no  by: \_\_\_\_\_

position \_\_\_\_\_ salary/wage \_\_\_\_\_ date reporting to work: \_\_\_\_\_

**Scheduling survey to accompany Tasting Room application.**

NAME: \_\_\_\_\_

If you are applying to work summer/fall, date you be ready to begin? \_\_\_\_\_

How many hours per week would you like to work? Minimum hrs \_\_\_\_\_ Maximum hrs \_\_\_\_\_

What day and times will you be available to work? All final availabilities must be put into Humanities by employee

Sunday	Mon	Tues	Wed	Thurs	Fri	Sat	WkEnds
<input type="checkbox"/> -OK, <input type="checkbox"/> -Occasional, <input type="checkbox"/> -Never	<input type="checkbox"/> -OK, <input type="checkbox"/> -Occasional, <input type="checkbox"/> -Never	<input type="checkbox"/> -OK, <input type="checkbox"/> -Occasional, <input type="checkbox"/> -Never	<input type="checkbox"/> -OK, <input type="checkbox"/> -Occasional, <input type="checkbox"/> -Never	<input type="checkbox"/> -OK, <input type="checkbox"/> -Occasional, <input type="checkbox"/> -Never	<input type="checkbox"/> -OK, <input type="checkbox"/> -Occasional, <input type="checkbox"/> -Never	<input type="checkbox"/> -OK, <input type="checkbox"/> -Occasional, <input type="checkbox"/> -Never	<input type="checkbox"/> -every weekend <input type="checkbox"/> -every other weekend <input type="checkbox"/> -every third weekend <input type="checkbox"/> -Occasional weekends
<u>Preferred Shift:</u> <input type="checkbox"/> -Any	<u>Preferred Shift:</u> <input type="checkbox"/> -Any, <input type="checkbox"/> -Earlier, <input type="checkbox"/> -Later	<u>Preferred Shift:</u> <input type="checkbox"/> -Any, <input type="checkbox"/> -Earlier, <input type="checkbox"/> -Later	<u>Preferred Shift:</u> <input type="checkbox"/> -Any, <input type="checkbox"/> -Earlier, <input type="checkbox"/> -Later	<u>Preferred Shift:</u> <input type="checkbox"/> -Any, <input type="checkbox"/> -Earlier, <input type="checkbox"/> -Later	<u>Preferred Shift:</u> <input type="checkbox"/> -Any, <input type="checkbox"/> -Earlier, <input type="checkbox"/> -Later	<u>Preferred Shift:</u> <input type="checkbox"/> -Any, <input type="checkbox"/> -Earlier, <input type="checkbox"/> -Later	

Do you know of any vacations or times when you will be unable to work this summer? (Cherry Festival, Film Festival, etc...) \_\_\_\_\_

If you will be leaving at the end of the summer/fall, what will be your last day of work? \_\_\_\_\_

Any other comments about you schedule that we should know? \_\_\_\_\_

**OB DUTIES SURVEY:**

Required Skill / Duty	yes	no	Yes, with accommodation
Learn about wine, and impart this knowledge to guests (memorize & speak confidently)	<input type="checkbox"/>	<input type="checkbox"/>	
Derive a personal satisfaction from the engagement of strangers	<input type="checkbox"/>	<input type="checkbox"/>	
Able to lift up to 45 lbs. (case of wine)	<input type="checkbox"/>	<input type="checkbox"/>	
Sell wine & other items (handle cash, learn computerized cash register)	<input type="checkbox"/>	<input type="checkbox"/>	
Serve tastes of wine (lifting bottles, standing for long periods of time)	<input type="checkbox"/>	<input type="checkbox"/>	
Give tours of facility (travel through winery with guests, memorize, speak loudly)	<input type="checkbox"/>	<input type="checkbox"/>	
Setting of room/ Work area / Stocking of wines & merchandise	<input type="checkbox"/>	<input type="checkbox"/>	
General clean-up and closing	<input type="checkbox"/>	<input type="checkbox"/>	
Work weekends & summer holidays	<input type="checkbox"/>	<input type="checkbox"/>	
Work in appropriate attire	<input type="checkbox"/>	<input type="checkbox"/>	

Please confirm if you can perform the following job functions, with or without accommodation (accommodation means modifying a job, job site, or the way in which a job is done so that the person with a disability or limitation can have equal access to all aspects of work.)

If you checked the need for accommodation for a job duty, please elucidate: \_\_\_\_\_

\_\_\_\_\_