



Steak 'n Shake®

APPLICATION FOR CREW EMPLOYMENT AN EQUAL OPPORTUNITY EMPLOYER



ARE YOU 16 YEARS OF AGE OR OLDER? Yes No

If **Yes**, Please complete the employment application (If you are under 18 years of age, you will need to provide proof of age).

If **No**, Please do not complete the employment application (Steak 'n Shake does not hire crew members under 16 years of age).

Steak 'n Shake prohibits discrimination in employment because of race, color, sex, religion, age, national origin, disability, citizenship status, sexual orientation, sexual identity, participation in military service or any other unlawful basis in accordance with all applicable federal, state and local laws.

PERSONAL INFORMATION

Name _____ Day's _____ / _____ / _____
Last First Middle Other names, by which you have been known

Address _____
Number Street City State Zip code

Home Telephone Number () _____
Area Code Number Work (or message) phone () _____
Area Code Number

Are you legally eligible to work in the U.S.? Yes No

POSITION DESIRED

What kind of position are you applying for? (Check One) Service Production

What type of employment do you want? Full Time Part Time Temporary

What are the two (2) most important factors to you in choosing a job? _____

What are your wage expectations per hour? \$ _____ 2. _____

WORK SCHEDULE

What is the minimum (fewest) number of hours you would consider acceptable? Per Week _____ Per Day _____

Can you work a flexible schedule? (Days and number of hours scheduled are different every week) Yes No

What schedule are you available to work? (Include AM or PM) _____

| Sunday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| From _____ To _____ | From _____ To _____ | From _____ To _____ | From _____ To _____ | From _____ To _____ | From _____ To _____ |

OTHER INFORMATION

Have you ever been convicted of a crime (other than minor traffic violations)? Yes No
The applicant is obligated to disclose sealed or expunged records of conviction or arrest

List all convictions, showing offenses and date: _____

In your prior employment, have you had shortages or misunderstandings about merchandise or funds? Yes No
 If yes, please describe fully: _____

Have you ever been terminated from a job or asked to resign? Yes No
 If yes, list dates and explain: _____

Do you have transportation? Yes No

Can you perform the essential functions of the job for which you are applying, with or without reasonable accommodation? Yes No

What restaurant or office equipment do you operate? _____

Special licenses/certificates earned: _____

Have you ever worked for Steak 'n Shake? Yes No If yes, when and where? _____

Do you have any relatives working for Steak 'n Shake? Yes No If yes, name and location: _____

Employment Source: Classified ad Walk-in School/College Other: _____
 Former employee Agency Employee referral- _____
Name

EMPLOYMENT HISTORY

Begin with your current or most recent position and include military service, full time jobs, part time jobs, and self employment.

NOTE: Even if we have your résumé, please complete the WORK HISTORY in detail.

May we contact your present employer? Yes No

| | | |
|---------------------|----------------------------|-------------------|
| Company: | Telephone Number: | Your Position: |
| Address: | Duties: | |
| Dates Employed: | Supervisor: | Supervisor Title: |
| Reason For Leaving: | Earnings (Starting/Ending) | |
| Company: | Telephone Number: | Your Position: |
| Address: | Duties: | |
| Dates Employed: | Supervisor: | Supervisor Title: |
| Reason For Leaving: | Earnings (Starting/Ending) | |
| Company: | Telephone Number: | Your Position: |
| Address: | Duties: | |
| Dates Employed: | Supervisor: | Supervisor Title: |
| Reason For Leaving: | Earnings (Starting/Ending) | |

EDUCATION

| | | | |
|--|---------|---|------------------------|
| High School (or G.E.D.): <i>(name and address)</i> | G.P.A.: | Graduate? | Major course of study: |
| College: <i>(name and address)</i> | G.P.A.: | Graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No | Major course of study: |
| Graduate School: <i>(name and address)</i> | G.P.A.: | Graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No | Major course of study: |
| Have you taken any other specialized courses/semesters? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, please describe: | | | |

CHARACTER REFERENCES: Give three (3) references who are not relatives or former employers

| | | | |
|-------|-------------|--------------|-------------------|
| Name: | Occupation: | Years Known: | Telephone Number: |
| Name: | Occupation: | Years Known: | Telephone Number: |
| Name: | Occupation: | Years Known: | Telephone Number: |

EMERGENCY INFORMATION In case of emergency, please notify:

Name: Last _____ First _____ Middle _____ Telephone Number (____) _____-_____
Area Code Number Relationship _____

Address: _____
Number Street City State Zip code

ACKNOWLEDGMENT

I authorize Steak n Shake to verify my past employment and education, criminal records, credit history, motor vehicle records, personal references, and other job related data provided on this application or via the interview process. I also understand and agree that my employment be be conditional on me passing a drug and/or alcohol test. I authorize the appropriate individuals, companies, institutions, or agencies to release information and I release them from any liability as a result of such inquiries or disclosures of truthful information made in good faith. I understand that false or misleading statements on this application or concealment of requested facts may be considered cause for disqualification or termination.

I understand that nothing in this employment application, in Steak n Shake's statements or personnel guidelines or in my communications with any Steak n Shake official is intended to create an employment contract between Steak n Shake and me. I also understand that Steak n Shake has the right to modify its policies without giving me any notice of the change(s). I understand that if an employment relationship is established, I have the right to terminate my employment at any time. I also understand that Steak n Shake retains the right to terminate my employment at any time.

NAME (print) _____ SIGNATURE: _____ DATE: _____