



Application for Employment

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religious persuasion, marital status, political belief, or disability that does not prohibit performance of essential job functions. Pro Valet also has a Substance Abuse Program and believes in having a drug-free workplace.

Date: _____

I. Personal Information

Name: _____
Last First Middle

Present Address _____

Have you lived at this address for at least one (1) year? __ Yes __ No If not, please list your prior residence below:

Permanent Address (if different than above) _____

Social Security Number _____ Telephone: **HOME & CELL** _____

Driver's License Number _____ Email address _____

Are you at least 21 years old? __ Yes __ No

Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity (valid driver's license, birth certificate, Green Card, etc.) within three days of being hired. Failure to submit such proof within the required time shall result in immediate employment termination.

Position Applied for: _____

1. Is there any information we would need about your name or use of another name for us to be able to check your work record? Please specify:

2. Do you have any relatives or friends who are presently (or have formerly been) employed by Pro Valet?

3. How were you referred to Pro Valet? _____

4. Have you ever worked for another valet parking company? Yes No If yes, when and where: _____

5. Have you ever worked for any present clients of Pro Valet? Yes No If yes, when and where: _____

6. Have you ever been convicted of a felony? Yes No If yes, please explain: _____

7. Have you ever been convicted of a misdemeanor? Yes No If yes, please explain: _____

8. Have you ever had a traffic violation? Yes No If yes, please explain: _____

II. Educational History

School Name/Location	Years Completed	Degree/Diploma
Elem/Jr. High _____		
High School _____		

College _____		

Tech. Training or Other _____		

III. Employment Record Please *includes all employment for the last five years.*

1. _____

Company Name (Current or Most Recent Employer)	Position Held
_____	_____
Address	Dates Employed: _____ From _____ To _____
_____	_____
Manager / Supervisor	Telephone _____ Wage/Salary _____
_____	_____
Reason For Leaving	_____

2. _____

Company Name	Position Held
_____	_____
Address	Dates Employed: _____ From _____ To _____
_____	_____
Manager / Supervisor	Telephone _____ Wage/Salary _____
_____	_____
Reason For Leaving	_____

3. _____

Company Name	Position Held
_____	_____
Address	Dates Employed: _____ From _____ To _____
_____	_____
Manager / Supervisor	Telephone _____ Wage/Salary _____
_____	_____
Reason For Leaving	_____

NOTE: *Use a separate sheet to list additional employers, if necessary. We will contact all of the employers listed on this application unless you specifically exclude them below. Please list any employers you do not want us to contact and your reason for the exclusion:*

(Employer's Name)

Reason

(Employer's Name)

Reason

IV. References Please *do not include relatives or former employers.*

1. _____
Name

Address

Occupation

- _____ Years Known

Telephone
2. _____
Name

Address

Occupation

- _____ Years Known

Telephone
3. _____
Name

Address

Occupation

- _____ Years Known

Telephone

V. Work Availability

1. If your application receives favorable consideration, when will you be available to begin work? _____

2. Do you have any objection to working overtime? Yes No
3. Can you work overtime without prior notice? Yes No
4. Can you work on Saturday? Yes No
5. Can you work on Sunday? Yes No
6. Can you travel if required by this position? Yes No
7. Do you have reliable transportation? Yes No
8. Can you drive a manual transmission? Yes No
9. **Desired Hours / Days Available / AM or PM ?** _____

VI. Salary / Hourly Rate Requirements

If your application receives favorable consideration, what salary/hourly rate would you require?

\$ _____ per _____

STATEMENT OF ACCURACY

I verify that the statements I have made in this application are true and complete. I understand that if I am hired, any false or incomplete statements in this application will be grounds for immediate discharge.

_____ (Initials)