



EMPLOYMENT APPLICATION

PERSONAL INFORMATION

NAME (Last, First, Middle)				Social Security Number	
STREET ADDRESS		CITY	STATE	ZIP	PHONE NUMBER ()
ARE YOU 18 YEARS OF AGE OR MORE? <input type="checkbox"/> Yes <input type="checkbox"/> No			EMAIL ADDRESS:		
ARE YOU 21 YEARS OF AGE OR MORE? <input type="checkbox"/> Yes <input type="checkbox"/> No			REFERRED TO TEXAS SUN WINERY BY:		
HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENSE? (Felony or Serious Misdemeanor) Convictions for marijuana-related offenses more than 10 years old need not be listed. <input type="checkbox"/> Yes <input type="checkbox"/> No			IF YES, STATE THE NATURE OF THE CRIME(S), WHEN & WHERE CONVICTED AND DISPOSITION OF THE CASE Conviction is not necessarily a bar to employment. However, we may consider the nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) for which you have applied.		
HAVE YOU EVER HAD A SUBSTANCE ABUSE PROBLEM? <input type="checkbox"/> Yes <input type="checkbox"/> No			IF YES, STATE THE SUBSTANCE ABUSED		

ONLY U.S. CITIZENS OR ALIENS WHO HAVE A LEGAL RIGHT TO WORK IN THE UNITED STATES ARE ELIGIBLE FOR EMPLOYMENT.
 Can you, upon employment, submit verification of your legal right to work in the United States and documentation verifying your identity? Yes No

IN CASE OF AN EMERGENCY, NOTIFY (Name, Address and Phone Number, including Area Code)

EMPLOYMENT INTERESTS

POSITION FOR WHICH YOU ARE APPLYING	SALARY EXPECTATIONS	DATE AVAILABLE FOR WORK	<input type="checkbox"/> Full-Time <input type="checkbox"/> Regular <input type="checkbox"/> Part-Time <input type="checkbox"/> Temp
ARE YOU ABLE TO COMFORTABLY LIFT 50lbs? <input type="checkbox"/> Yes <input type="checkbox"/> No ARE YOU ABLE TO STAND AND BE ON YOUR FEET FOR LONG PERIODS OF TIME? <input type="checkbox"/> Yes <input type="checkbox"/> No	IF NO, DESCRIBE THE FUNCTIONS THAT CANNOT BE PERFORMED (Note: We comply with the ADA and will consider reasonable accommodation measures that may be necessary for eligible applicants/associates to perform essential job functions.)		

SOME POSITIONS MAY REQUIRE THE USE OF A CAR OR OTHER MOTORIZED VEHICLE. IF SUCH USE IS REQUIRED IN THE JOB FOR WHICH YOU ARE APPLYING...

- A. Do you have or can you get a valid driver's license?.....Yes No
- B. Do you have access to a car or other motorized vehicle?.....Yes No
- C. Do you have or can you get insurance coverage on such a vehicle?.....Yes No

EDUCATION

	SCHOOL NAME (include city & state)	LAST GRADE OR LEVEL COMPLETED	DID YOU ACHIEVE A DIPLOMA OR DEGREE?(If yes, please specify)	COURSE OR MAJOR
High School				
College, Business, Vocational or Other Training				

TEXAS SUN WINERY IS AN EQUAL OPPORTUNITY EMPLOYER. Texas Sun Winery does not discriminate on the basis of race, color, gender, religion, national origin, ancestry, pregnancy, age, medical condition (including cancer-related or genetic characteristic), marital status, citizenship, sexual orientation, disability or veteran status.

EMPLOYMENT HISTORY

Please list ALL jobs, beginning with your present or most recent employer. Account for ALL time periods, including UNEMPLOYMENT, SELF-EMPLOYMENT, and U.S. MILITARY SERVICE. If space is limited, list on a separate page or additional application form. (Please make sure your name is on this separate page.)

COMPANY NAME AND ADDRESS		TYPE OF BUSINESS	SALARY		DATE	
			START	END	START	END
JOB TITLE	DUTIES/RESPONSIBILITIES	REASON FOR LEAVING	MAY WE CONTACT EMPLOYER <input type="checkbox"/> Yes <input type="checkbox"/> No			
SUPERVISOR'S NAME				TELEPHONE NUMBER ()		
COMPANY NAME AND ADDRESS		TYPE OF BUSINESS	SALARY		DATE	
			START	END	START	END
JOB TITLE	DUTIES/RESPONSIBILITIES	REASON FOR LEAVING	MAY WE CONTACT EMPLOYER <input type="checkbox"/> Yes <input type="checkbox"/> No			
SUPERVISOR'S NAME				TELEPHONE NUMBER ()		
COMPANY NAME AND ADDRESS		TYPE OF BUSINESS	SALARY		DATE	
			START	END	START	END
JOB TITLE	DUTIES/RESPONSIBILITIES	REASON FOR LEAVING	MAY WE CONTACT EMPLOYER <input type="checkbox"/> Yes <input type="checkbox"/> No			
SUPERVISOR'S NAME				TELEPHONE NUMBER ()		

REFERENCES (List three individuals not related to you who can attest to your professional abilities/work accomplishments).

NAME	ADDRESS	PHONE NO.	POSITION/RELATIONSHIP TO YOU
1.		()	
2.			
3.			

Please Read Carefully, Initial Each Paragraph and Sign Below:

_____ I understand that it is Texas Sun Winery's policy that I must complete an application in full including employment history with salary information as well as references.

_____ I understand that it is Texas Sun Winery's policy to consider any behavior constituting alcohol/drug abuse on Texas Sun Winery's property as unacceptable conduct, which may subject me to disciplinary action, up to, and including termination.

_____ I am aware that it is Texas Sun Winery's policy to verify my education and previous employment information (including salary) through reference checks, background checks, payroll stubs and other means. I understand that I will be required to provide this information if requested.

_____ I certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application for immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ I hereby authorize the company to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships, and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

_____ If employed, I agree to abide by all of Texas Sun Winery's policies and procedures. I understand that nothing contained in the application or conveyed during any interview that may be granted during my employment, if hired, is intended to create an employment contract between Texas Sun Winery and myself. In addition, I understand and agree that if employed, my employment is for no definite period and may be terminated at any time, with or without prior notice, at the option of either Texas Sun Winery or myself, and that no promises or representations to the contrary are binding on Texas Sun Winery unless made in writing and signed by the Owners of Texas Sun Winery and me.

_____ I understand that, if employed, I will be required to complete the U.S. Department of Justice Immigration and Naturalization Service Form I-9 and to provide the required supporting documentation to verify my eligibility to work in the United States.

Applicant's Signature _____

Date _____