



**Campus Auxiliary Services**  
**1 College Circle, Blake A 104**  
**Geneseo, NY 14454**

**585.245.5021 Fax: 585.245.5237**  
**cashr@geneseo.edu**

# EMPLOYMENT APPLICATION

APPLICANT INFORMATION				
Last Name		First	M.I.	Date
Street Address				Apartment/Unit #
City			State	ZIP
Phone	E-mail Address			
Date Available:		Position Applied for:		
Are you authorized to work in the U.S.?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Proper ID will be required within 3 days of employment
Have you ever worked for this company?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when/where?
Do you have any friends, or relatives that work here?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, please indicate who?
Are you currently employed?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Do you have any prior work experience		YES <input type="checkbox"/>	NO <input type="checkbox"/>	

EDUCATION				
School	Name & Address of School	Course of Study	Years Completed	Diploma/Degree
High School				
Undergraduate/College				
Other				
Expected Graduation Year				

EXPERIENCE
Please list any restaurant or food service experience that you have (include previous work history with Big Tree Inn and CAS)

EMPLOYMENT			
Company	Phone (     )		
Address	Supervisor		
Job Title	From	To	
Responsibilities			
Reason for Leaving			
May we contact your previous supervisor for a reference?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Call only for employment verification <input type="checkbox"/>

Company	Phone (    )		
Address	Supervisor		
Job Title	From	To	
Responsibilities			
Reason for Leaving			
May we contact your previous supervisor for a reference?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Call only for employment verification <input type="checkbox"/>

Company	Phone (    )		
Address	Supervisor		
Job Title	From	To	
Responsibilities			
Reason for Leaving			
May we contact your previous supervisor for a reference?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Call only for employment verification <input type="checkbox"/>

PROFESSIONAL REFERENCES			
Name	Phone	Email	Occupation
1.			
2.			
3.			

HOURS AVAILABLE						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

DISCLAIMER* AND SIGNATURE	
<p>I understand that if I am hired, my employment may be terminated with or without cause or notice, at any time, at either my option or that of the Company. I understand that no management representative has any authority to enter into any agreement for continuing employment for any specific period of time or which is contrary to the foregoing and that any such agreement must be in writing signed by the Company Executive Director. I give the Company permission to contact all or any of my previous employers and references and authorize them to disclose any information the Company may request in the course of its investigation of this application for employment, and I hereby release the Company and such references and prior employers from any and all liability with respect to such disclosures. I understand that any offer of employment is conditioned upon receipt of satisfactory references and/or background check</p> <p>I have provided truthful and complete responses to all inquiries in the application and authorize the Company to investigate all statements contained in the application. I understand that the discovery of any falsification or omission constitutes a ground for immediate dismissal or refusal to hire. If employed, I will abide by the Company's rules and regulations, which I understand are subject to change by the Company.</p> <p>If this application leads to employment, I understand that false or misleading information in my application or interview may result in my immediate release.</p>	
Signature	Date

**\*EEOC Disclaimer:** We appreciate your interest in Campus Auxiliary Services. Campus Auxiliary Services is committed to a policy of Equal Employment Opportunity with respect to all employees, interns and applicants for employment. Consistent with this commitment, our policy is to comply with all applicable federal, state and local laws concerning employment discrimination. Accordingly, the Company prohibits discrimination against qualified employees, interns and applicants in all aspects of employment including, but not limited to: recruitment, interviewing, hiring (or failure or refusal to hire), evaluation, compensation, promotion, job assignment, transfer, demotion, training, leaves of absence, layoff, benefits, use of facilities, working conditions, termination and employer-sponsored activities and programs, including wellness, social and recreational programs. Employment decisions will be made without regard to an applicant's, employee's or intern's actual or perceived: race; color; sex; age; disability; religion; creed; citizenship; national origin; ancestry; military status or veteran status; hair; marital status; familial status; gender identity and expression; sexual orientation; status as a victim of domestic violence, stalking or sex offenses; predisposing genetic characteristics; genetic information; relationship or association and any other status protected by law.