



Employment Application

South Shore Pizza, Inc.

FOR OFFICE USE ONLY

Rec'd By: _____

Date: _____ Time: _____

We are an Equal Opportunity Employer. All applicants are considered without regard to race, color, religion, disability, sex, national origin, age (for those age 40 or over), or any other basis protected by federal, state or local law. This employment application is only active for 60 days. After this time period a separate employment application may be submitted for further consideration.

We are a Drug Free Workplace! ALL APPLICANTS WILL BE DRUG TESTED.

PERSONAL DATA

Please - Print Clearly

E-Mail: _____

First Name _____ Middle _____ Last _____ DATE _____

Address _____ SS# _____ Home Phone _____

City/ST/Zip _____ Circle Age 15- 16-17 18+ Cell Phone _____

Your Date of Birth -----> If you are under age 18 or still in High School enter Parent or Guardian Name --> Their Daytime Phone # -----> Your Cumulative GPA _____

How did you find out about this job? _____

If hired, how will you get to get to work? _____ If by your own car, what year and model? _____

Do you smoke? Y N If so, do you agree not to smoke while in our uniform? Y N

Are you legally eligible for employment in the U.S.? Y N (Proof of U.S. citizenship or immigration status will be required if hired.)

Have you been convicted of a crime? Y N If yes, state the nature of the offense and disposition of the case. Include dates and places. (NOTE: The existence of a criminal record does not constitute an automatic bar to employment.)

EMPLOYMENT DATA

What are you seeking? (Circle all that apply.)

Temporary
Permanent

Part-Time
Full-Time

Days / Lunch
Nights / Dinner
Nights / Closing

Pizza Maker
Phone Person
Manager
Shift Leader
Delivery Person

How many hours
per week do you
want to work?

Will you work...

Overtime? Y N

Weekends? Y N

Holidays? Y N

WHEN CAN YOU WORK?

	Mon	Tue	Wed	Thur	Fri	Sat	Sun
From							
To							

Please indicate any hours/shifts that you would not be available to work. _____

Are you currently employed? Y N If hired, when would you be available to start? _____

Have you ever worked at a pizza store before? Y N If yes, name used, location & date: _____

Are you on layoff and subject to recall? Y N Have you ever been discharged or asked to resign from any position? Y N If yes, please explain: _____

How many school or work days have you missed or been late in the past year other than approved vacation, sick or disability leave? _____

Please describe these days _____

WORK HISTORY

First Name: _____ Last: _____

1. _____
Company Name _____ Area Code/Phone Number _____ Start Pay _____ End Pay _____ Start Date _____ End Date _____
Address _____ Job Duties _____ Supervisor's Name _____
City/ST/Zip _____ Specific Reason for Leaving _____

2. _____
Company Name _____ Area Code/Phone Number _____ Start Pay _____ End Pay _____ Start Date _____ End Date _____
Address _____ Job Duties _____ Supervisor's Name _____
City/ST/Zip _____ Specific Reason for Leaving _____

3. _____
Company Name _____ Area Code/Phone Number _____ Start Pay _____ End Pay _____ Start Date _____ End Date _____
Address _____ Job Duties _____ Supervisor's Name _____
City/ST/Zip _____ Specific Reason for Leaving _____

4. _____
Company Name _____ Area Code/Phone Number _____ Start Pay _____ End Pay _____ Start Date _____ End Date _____
Address _____ Job Duties _____ Supervisor's Name _____
City/ST/Zip _____ Specific Reason for Leaving _____

5. _____
Company Name _____ Area Code/Phone Number _____ Start Pay _____ End Pay _____ Start Date _____ End Date _____
Address _____ Job Duties _____ Supervisor's Name _____
City/ST/Zip _____ Specific Reason for Leaving _____

6. _____
Company Name _____ Area Code/Phone Number _____ Start Pay _____ End Pay _____ Start Date _____ End Date _____
Address _____ Job Duties _____ Supervisor's Name _____
City/ST/Zip _____ Specific Reason for Leaving _____

What sets you apart from our other applicants? In other words Why should we hire you instead of someone else?

May we contact all of the above employers? _____ If not, which #'s do you not want us to contact? _____
How many total jobs have you had in your life? _____ What was your very first job? _____

Company Name _____ City/ST _____ Job Duties _____ Age when Hired _____

Why are you seeking a new position at this time? _____

List your business-related outside interest or organizations: _____

Please read the following DISCLOSER carefully, then sign and date the application.

**DISCLOSURE AND AUTHORIZATION FOR
RELEASE OF INFORMATION**

As part of our hiring background check and investigation, we may obtain consumer reports to prepare an investigative consumer report. The investigative consumer report may consist of contacting all listed prior employers to verify your employment history. It may also include, but not be limited to, credit information reports, criminal history reports and driving history records. Under the provisions of the Fair Credit Reporting Act (15 USC at 1681-1681u) as amended, before we can seek such reports, we must have your written permission to obtain the information. You have the right, upon written request, to a complete and accurate disclosure of the nature and scope of the investigation. You are also entitled to a copy of your Consumer Rights Under the Fair Credit Reporting Act.

Authorization and Release to Obtain Information

Under the provisions of the Fair Credit Reporting Act, 15 USC, Section 1681 et seq., the Americans with Disabilities Act and all applicable federal, state and local laws, I hereby authorize and permit South Shore Pizza, Inc. to obtain a consumer report and/or an investigative consumer report which may include any or all of the following:

- My current and prior employment records;
- Records concerning any driving, criminal history, credit history, civil record, workers' compensation (post-offer only) and drug testing;
- Verification of my academic and/or professional credentials; and
- Information and/or copies of documents from any military service records.

I understand that an "investigative consumer report" may include information as to my character, general reputation, personal characteristics, and mode of living which may be obtained by interviews with individuals with whom I am acquainted or who may have knowledge concerning any such items of information.

I agree that a copy of this authorization has the same effect as the original.

I hereby release and hold harmless any person, firm, or entity that discloses matters in accordance with this authorization, as well as South Shore Pizza, Inc. from liability that might otherwise result from the request for use of and/or disclosure of any or all of the foregoing information.

I understand and acknowledge that under provision of the Fair Credit Report Act I may request a copy of any consumer report from the consumer reporting agency that compiled the report, after I have provided proper identification.

I hereby authorize South Shore Pizza, Inc to obtain and prepare an investigative consumer report, as set forth above, as part of its investigation of my employment application.

**AUTHORIZATION TO OBTAIN INFORMATION
AND STIPULATIONS**

I authorize South Shore Pizza, Inc. to make an investigation of all information contained in this employment application and I release from liability all companies, corporations and persons supplying such information. I understand that any false answers, statements, or implications made by me on this application or other required documents shall be considered sufficient cause for denial or employment or discharge. I specifically authorize and direct my current and former employers to supply employment-related information to South Shore Pizza, Inc. and do hereby release my current and former employers from liability for providing information to this company. Upon termination of my employment for whatever reason, I release South Shore Pizza, Inc. from all liability for supplying any information concerning my employment to any potential employer. I authorize South Shore Pizza, Inc., if applicable, to request a copy of my credit report, motor vehicle driving record(s), and any other investigative report deemed necessary through various third party sources. As required by law, upon request within a reasonable period of time, I will be notified as to the nature and scope of such investigations.

I hereby agree to submit to any drug test required of me, whether prior to my employment or if employed by South Shore Pizza, Inc. at any time thereafter. **I understand that a pre-employment drug test will be required.** I further understand that, if employed, a drug test will be required if I sustain any injury on the job and that benefits under Workers' Compensation will be denied and my employment will be terminated if the results of such a test are positive.

If requested, I will take a post-job offer physical examination. In the event that I receive medical treatment for any condition, including physical, psychological, emotional, or psychiatric condition that is job-related, I hereby authorize the limited release and exchange of such medical information relating to my condition between the treatment provider and a company-designated physician.

I further understand that this is an application for employment and that no employment contract is being offered. I understand that if I am employed, such employment is for an indefinite period of time and the company may change wages, benefits, and conditions at any time. My employment is at will. No individual with the company is authorized to change the employment-at-will status except an officer of the company, who may do so only in writing.

I understand that, if employed, I will be subject to a ninety-day probationary period.

I acknowledge having received a copy of the page titled "A Summary of Your Rights Under the Fair Credit Reporting Act" and the page titled "Driver Eligibility and MVR Standards".

If hired by South Shore Pizza, Inc., I further authorize the company to obtain Motor Vehicle Records periodically and that information in these reports will determine my continued eligibility for employment.

My application is accurate and complete, and I have read, understand and agree to the above.

Please sign here

Date

Please PRINT Your Name in ALL CAPITALS

I have read the Job Descriptions and Requirements for the position I am seeking and I am able to perform all the tasks listed with or without reasonable accommodation: **Y N**

Please sign here

JOB DESCRIPTIONS and REQUIREMENTS

All Positions Requirements

Job Duties

- Operate all equipment.
- Stock ingredients from delivery area to storage, work area and walk-in cooler.
- Prepare product.
- Receive and process telephone orders.
- Clean equipment and facility approximately daily.

Education Required

- Must be High School graduate, have a GED or be currently enrolled in regular, full-time high school.
- Orientation and training provided on the job.

Communication Skills

- Ability to communicate clearly and efficiently in English.
- Ability to comprehend and give correct written instructions.
- Ability to communicate verbally with customers and co-workers to process orders both over the phone and in person.

Essential Skills

- Ability to add, subtract, multiply and divide accurately and quickly (may use calculator).
- Verbal, writing, and telephone skills to take and process orders.
- Motor coordination between eyes and hands/fingers to rapidly and accurately make precise movements with speed.
- Ability to enter orders using a computer keyboard or touch screen.
- Must be able to make correct monetary change.

Work Conditions

- Exposure To: Varying and sometimes adverse weather conditions when removing trash and performing other outside tasks. In-store temperatures range from 34 degrees in cooler to 90 degrees and above in some work areas. Sudden changes in temperature in work area and while outside. Fumes from food odors. Exposure to cornmeal dust. Cramped quarters including walk-in cooler. Hot surfaces/tools from oven up to 500 degrees or higher. Sharp edges and moving mechanical parts.
- Sensing: Talking and hearing on telephone. Near and mid-range vision for most in-store tasks. Depth perception. Ability to differentiate between hot and cold

surfaces.

- Temperaments: The ability to direct activities, perform repetitive tasks, work alone and with others, work under stress, meet strict quality control standards, deal with people, analyze and compile data, make judgments and decisions.

Physical Demands

- Standing: Most tasks are performed from a standing position. Walking surfaces include ceramic tile "bricks". Height of work surfaces is between 36" and 48".
- Walking: Walking is generally in short distances for short duration.
- Sitting: Paperwork is normally completed at a desk or table.
- Lifting: Bulk product deliveries are made three or more times a week and are unloaded by team members using a hand truck or dolly. Deliveries may include cases of ingredients and supplies weighing up to 50 pounds with dimensions of up to 3' x 1.5'. Cases are usually lifted from floor and stacked on to shelves up to 6' high.
- Carrying: Large cans, weighing 3.5 pounds are carried from workstation to storage shelves. Occasionally, pizza sauce weighing 30 pounds is carried from storage area to the storefront. Trays of pizza dough are carried two at a time over short distances, and weigh approximately 12 pounds per tray.
- Pushing: Pushing is performed to move trays which are placed on dollies. A stack of trays on a dolly is approximately 24" x 30" and requires a force of up to 7.5 pounds to push. Trays may also be pulled.
- Climbing: Team members must infrequently navigate stairs or climb a ladder to change prices on signs, wash walls, perform maintenance or other tasks.
- Stooping/Bending: Forward bending at the waist is necessary at the pizza assembly station. Toe room is present, but workers are unable to flex their knees while standing at this station. Duration of this position is approximately 30 to 45 seconds at one time, repeated continuously during the day. Forward bending is also present at the front counter and when stocking ingredients.
- Crouching/Squatting: Performed occasionally to stock shelves and to clean low areas.
- Reaching: Reaching is performed continuously; up, down and forward. Workers reach above 72" occasionally to turn on/off oven controls, change prices on signs, and lift lower objects to and from shelves. Workers reach down to perform such tasks as scooping corn meal from a plastic barrel, or washing dishes. Workers

reach forward when obtaining topping ingredients, cleaning work surfaces, or answering phones.

- Hand Tasks: Eye-hand coordination is essential. Use of hands is continuous during the day. Frequently activities require use of one or both hands. Shaping pizza dough requires frequent and forceful use of forearms and wrists. Workers must manipulate a pizza peel when removing pizza from the oven, and when using the rolling cutter. Frequent and/or forceful pinching is required in the assembly of cardboard boxes. Team Members must be able to grasp cans, the phone, the pizza cutter, pizza peel and pizza boxes.
- Machines, Tools, Equipment, Work Aids: Team Members may be required to utilize pencils/pens, computers, telephones, calculators, TDD equipment, credit card machines, pizza cutter and pizza peel.

Added Driver & Mgr Requirements

Job Duties

- Deliver product by car and then on foot to door of customer.

Requires

- Valid driver's license with driving record meeting company standards.
- Access to insured vehicle which and be used for delivery.

Essential Skills

- Navigational skills to read a map, locate addresses within designated delivery area.
- Must navigate adverse terrain including multistory buildings, private homes, and other delivery sites while carrying product.

Physical Demands

- Carrying: During delivery, carry pizzas and beverages while performing "walking" and "climbing" duties.
- Driving: Deliver pizzas within a designated deliver area. A team member may make several deliveries per shift.
- Walking: Delivery personnel must travel between the store and delivery vehicle and from the delivery vehicle to the customer's location.
- Climbing: During delivery of product, navigation of 5 or more flights of stairs may be required.

Work Conditions

- Sensing: Far and night vision for driving.

Please indicate on the last page of your application whether or not you are able to perform all the tasks required for the position you are seeking with or without reasonable accommodation.