



AN INDEPENDENTLY OWNED AND OPERATED FRANCHISE NETWORK

## EMPLOYMENT APPLICATION

### PERSONAL INFORMATION

Name (last) \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_ Date \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Position Applying for \_\_\_\_\_ Date Available \_\_\_\_\_

Are interested in (check all that apply):  Full-time  Part-time  Temp  Summer

Are you at least 18 years or older?  Yes  No (no one under 16 may be hired)

How were you referred to us: \_\_\_\_\_

Days and hours available:

Day	Sun	Mon	Tues	Wedn	Thurs	Fri	Sat
From							
To							

### EDUCATION

Type of School	Name and Address	Degree/Area of Study	#Years attended	Graduate? Y/N
High School				
College				
Graduate School				
Other				

### US MILITARY SERVICE

Branch of Service	Technical Specialization	Rank Attained

### EMPLOYMENT HISTORY

Please list employment starting with your most recent position. You may include verified work performed on a volunteer basis.

<u>DATES from-to</u>	<u>Employer Name and Address</u>	<u>Position held &amp; Supervisor</u>	<u>Salary -</u>	<u>Reason for Leaving</u>

**REFERENCES**

Business references: (do not list relatives)

<u>Name</u>	<u>Address</u>	<u>Work Phone No.</u>	<u>Title</u>	<u>Years Known</u>

**LEGAL**

Are you legally authorized to work in the United States?  Yes  No (Identity and employment eligibility will be verified as required by the Immigration Reform and Control Acts of 1986)

Were you ever discharged by any company?  Yes  No If yes, give name of Company \_\_\_\_\_

Reason for discharge \_\_\_\_\_

Federal State and local laws prohibit discrimination based on race, color, sex, religion, affectional or sexual orientation, national origin, ancestry, age, physical or mental disability that does not affect ability to perform essential job functions with or without reasonable accommodation, or any other protected status not listed in this statement. Your application will be considered in full accord with applicable Federal, State, and local requirements.

Notice to MA Residents: An applicant for employment with a sealed record on file with the commissioner of probation may answer “no record” with respect to an inquiry herein relative to prior arrests, criminal court appearances or convictions. An applicant for employment with a sealed record with the commission of probation may answer “no record” to an inquiry herein relative to prior arrests or court appearances. In addition, any applicant for employment may answer “no record” with respect to any inquiry herein relative to prior arrests, court appearances, and adjudications in all cases of delinquency or as a child in need of services which did not result in a complaint transferred to the superior court for criminal prosecution. It is unlawful in MA to require a lie detector as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.

**PLEASE READ CAREFULLY**

In the event of employment, I understand that false or misleading information given in my application or interviews may result in immediate dismissal. I understand also that I am required to abide by all rules and regulations of the Franchisee of Dunkin’ Donuts.

I understand and agree that if employed, employment will be “AT WILL”. That is, either I or the employer may end the employment relationship at any time, for any reason, or for no reason. I understand that receipt of this application does not imply employment and that this application and/or other documents are not contracts of employment.

I understand that I am applying for work with (one or more) Dunkin’ Donuts Franchisees, and not Dunkin’ Brands, Inc. or any of its affiliates. If hired the Franchisee will be my only employer. Franchisees are independent business people who set their own wage and benefit programs that can vary among Franchisees.

I understand that all employees are expected to give great guest service, perform cleaning and prep tasks, bake and cook products as needed, and follow the instructions of the management team.

\_\_\_\_\_  
 APPLICANT’S SIGNATURE

\_\_\_\_\_  
 DATE SIGNED