

APPLICANT INFORMATION						
Last Name		First		M.I.	Date	
Street Address				Birthdate <b>REQUIRED</b>		
City		State		ZIP		
Cell Phone			E-mail Address			
Date Available		Social Security No.		Desired Hourly Rate		
Position Applied for						
Are you a veteran?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Branch of Service:	Year of Discharge:		
Any issues with alcohol or drugs?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain			
Have you ever been accused of theft?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain			
Are you a "City" of Pittsburgh Resident?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes,	This means you live in the area of Pittsburgh designated as the "City" (Such as Brighton		
<b>EXPERIENCE</b>						
Delivery Driving	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Info :			
Fresh Dough Making	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Info :			
Hand Stretching Pizza	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Info :			
Health Code Certified	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Info :			
Management Experience	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Info :			
<b>PREVIOUS EMPLOYER</b>						
Company			Phone			
Address			Supervisor			
Job Title		Starting Hourly Rate	\$	Ending Hourly Rate	\$	
Responsibilities						
From	To	Reason for Leaving				
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>						

## COMPANY POLICY AND/OR SUBCONTRACTOR AGREEMENT

All information on this application is truthful and I understand that I can be terminated for providing false information. I have also reviewed and agree to the rules of employment. I also agree that if litigation were to result for failure to comply with this agreement that all court/attorney/recovery fees will be my responsibility and that I will also be liable for reimbursing Mandy's Pizza & More for all litigation fees incurred. Mandy's Pizza locations are all under constant video and audio surveillance for security purposes.

**Cash Drawer:** You are responsible for maintaining a balanced cash drawer. ALL shortages will automatically be removed from your pay and recurring violations will result in termination and possible criminal/civil action.

**Drivers:** You are responsible for ensuring the safety of your money...and our product. You will not be reimbursed for any loss if you fail to ensure said safety. Additionally, if coupons or promos are used by a customer, YOU are responsible for validating the promotion and if you fail to do so you

will be responsible for any financial loss, as such any loss will be removed from your pay. You also agree and understand as a driver that you are a SUBCONTRACTOR and that you are responsible for carrying proper insurance, as well as responsible for remitting taxes on all monies earned from collection of delivery fees and tips.

**LEAVING WITHOUT PAYING BACK TABS/BANK/LOANS CONSTITUTES THEFT AND YOU WILL BE PROSECUTED TO THE FULLEST EXTENT OF THE LAW.**

## **COMPANY POLICY AND/OR SUBCONTRACTOR AGREEMENT** **continued**

**General Employees:** You are responsible for the food that is improperly cooked, made, stored and or delivered. If you fail to comply with standards, you will be held financially liable and the loss will be removed from your pay. If you fail to report, or properly request off, your pay will be docked. Mandy's will provide you with a work shirt but we charge a laundry fee of \$5.00 per pay period which is automatically deducted from your pay. The cost of laundering will be deducted from your pay and are NOT refundable.

**Timesheets:** You are ONLY compensated for hours for which you were properly punched in and out...we do not compensate for your errors - DO NOT clock in until your scheduled time, or approved by a manager or owner - or you will not be paid. WE WILL NOT MAKE CHANGES TO YOUR TIME or PAY AFTER YOU HAVE BEEN PAID. Mandy's Pizza pays on the "quarter-hour increment" model. If you are scheduled to start at 4PM, but do not arrive until 4:08, you are paid from 4:15. You are not rewarded for being late for any reason. You agree to the Penalty Chart as it relates to monetary penalties for failures listed on actual chart.

**Requests Off/Call-Offs:** You are not permitted to have ANY call-offs, or requests-off during your first 30-days of employment. In regards to call-offs, you must call off no less than 1 day before your shift without a doctors notice, or documented reason. Frequent call-offs will result in immediate termination or separation. Requests Off are ONLY approved by the manager, and or owner, BUT ARE NOT GUARANTEED. No employee or subcontractor is permitted more than 5 consecutive days off regardless if they include regular days off.

**Business Secrets & Confidentiality:** Employee agrees that all information communicated to him/her concerning the work conducted by or for Employer is confidential. Employee also agrees that all financial data, sales information, food/services specifications, recipes, processes, customer names and addresses, vendor information, pricing and bid information, personnel information, and any documents generated by you, or by you in the course of his/her employment, are confidential. You further agrees that information concerning the work conducted by Mandy's Pizza, including, but not limited to information concerning future and proposed recipes, processes, products, services, projects or sales which are planned, under consideration or in production/process, as well as existing work/sales additionally constitute confidential information of Mandy's Pizza.

**SELF-TERMINATION: FAILURE TO GIVE A MINIMUM OF 2-WEEKS NOTICE WILL RESULT IN FORFEITURE OF STATE UNEMPLOYMENT DUE TO LAWS GOVERNING WILLFUL SELF-TERMINATION. THIS INCLUDES, AND NOT LIMITED TO: NO-CALL NO-SHOW AND WALK-OUTS. YOU AGREE TO THIS POLICY/AGREEMENT AND THAT ALL INFORMATION IS TRUE.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_