



Renton Technical College  
 3000 N.E. Fourth Street  
 Renton, WA 98056

**CULINARY ARTS**

**Employment Application**

**Personal Data**

First Name	Middle	Last Name
Street Address	City	State      Zip
Home Phone: (      ) _____ Social Security Number: _____		
Message Phone: (      ) _____		
If employed can you submit verification of your legal right to work in the United States? (If hired, you must complete an I-9.)		<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you been convicted of a felony within the last 7 years (Conviction will not necessarily disqualify you from employment.)		<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you related to anyone now working for Renton Technical College?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, give name and relationship: _____		
Are you currently, or have you previously, been employed by a public sector employer in the State of Washington?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, give employer and dates: _____		

**Position being applied for:** \_\_\_\_\_

Are you able to perform the essential functions of this position, with or without reasonable accommodation?     Yes     No

If no, give reason: \_\_\_\_\_

**Equal Opportunity Employer**

*We consider applicants for all positions without regard to race, creed, religion, color, national origin, age, sex, sexual orientation, marital status, the presence of any physical, sensory, or mental disability, or status as a disabled or Vietnam-era veteran, in accordance with state and federal laws.*

*Renton Technical College complies with the Americans with Disabilities Act. We will provide assistance in the application and selection process to applicants with disabilities who request such assistance. Please contact us as early as possible regarding any assistance you may require.*



## Education

Name of Institution	Major	Dates of Attendance	Degree or Credits Earned	Postgraduate Credits Earned
High School				

## Please indicate your experience in the following areas:

AREA	YEARS	EXPERIENCE
Working with the public		
Cashier (including balancing the register)		
Waitstaff		
Dishwashing		
Storeroom/inventory		
Food preparation		
Line cook		
Sous chef (lead)		
Delicatessen procedures		
Catering		
Food services management		

## Military

Did you serve in the U.S. Armed Forces?

Yes  No

Describe any training received in the military relevant to the position for which you are applying.

## Licenses & Certificates

Certificate or License	Issued by	Expiration Date
Driver's License		
First Aid		
Other		

Have you had any driving citations in the last five years?

Yes  No

If yes, please explain: \_\_\_\_\_

## Professional References (Please list four persons who are knowledgeable of your professional capabilities.)

Name	Position	Address	Phone

### (Please read carefully.)

If a prospective employee will have unsupervised access to children under sixteen years of age or developmentally disabled persons in the course of his or her employment by Renton Technical College, the college will conduct a background investigation of the prospective employee's record for convictions of crimes against persons, adjudications of child abuse in a civil action, and disciplinary board final decisions. This information will be requested in the case of applicants who have been offered employment and the college's final decision to employ an applicant shall be contingent upon the information received by the college.

## Job Applicant's Certification and Agreement

I certify that the information I have presented in this application for employment is true, correct and complete to the best of my knowledge. I understand that consideration for employment, and continuation of any employment gained as a result, is dependent upon the true and accurate representation of facts as stated or implied in this application. Any misrepresentation of facts is grounds for immediate dismissal.

I hereby authorize Renton Technical College to make inquiries regarding my education, work experience and references prior to offering a position to me. I hereby release all parties and persons associated with any injuries regarding this application from liability in connection with information they give, as long as the information is true and accurate. A photocopy of this release may be shared with my current or former employers or other parties and shall have the same effect as the original.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date



Renton Technical College

# Applicant Information Supplement (Optional)

Renton Technical College hereby reaffirms its policy to implement equal employment opportunity for all persons without regard to race, creed, religion, color, national origin, age, sex, sexual orientation, marital status, the presence of any physical, sensory, or mental disability, or status as a disabled or Vietnam-era veteran, in accordance with state and federal laws.

This information is to assist in our Affirmative Action Program. Completion of this form is optional and all information will be treated with complete confidentiality.

Name: \_\_\_\_\_ Social Security No.: \_\_\_\_\_

Birthdate: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

1. What race(s) or culture(s) do you consider yourself?

- Black/African-American (870)
- Caucasian/White (800)

Asian or Pacific Islander (API):

- Chinese (605)
- Filipino (608)
- Hawaiian (653)
- Korean (612)
- Samoan (655)
- Thai (618)
- Vietnamese (619)
- Asian Indian (600)
- Japanese (611)
- Cambodian (604)
- Laotian (613)
- Guamanian (660)
- Other API (please identify below)

- American Indian (597)
- Eskimo (935)
- Aleut (941)
- Mexican, Mexican-American (722)
- Puerto Rican (727)
- Cuban (709)
- Other Spanish (print one group below, such as Colombian, Dominican, Nicaraguan, Spaniard, etc.)

Other Race (please indicate race or culture below)

If you are more than one race, please also check "Multi-Racial" below and indicate your preference for Affirmative Action purposes.

Multi-Racial \_\_\_\_\_

(Affirmative Action Preference)

2. Are you

- Male
- Female

I certify that this information is true and accurate to the best of my knowledge.

Date \_\_\_\_\_

Your Signature \_\_\_\_\_

3. Have you ever been on active duty in the U.S. Armed Forces?

- Yes Dates: \_\_\_\_\_
- No
- Vietnam-era Veteran  
Did you serve in the Republic of Vietnam?  
 Yes Dates: \_\_\_\_\_  
 No
- Disabled Veteran [Percent of disability \_\_\_\_\_%]

4. Do you have a physical, sensory, or mental condition that substantially limits any of your major life functions, such as working, caring for yourself, walking, doing things with your hands, seeing, hearing, speaking, learning?

- Yes
- No

NOTE: If you mark "Yes," you will be identified as an individual who meets the affirmative action criteria for persons with disabilities. A detailed definition is reflected below.

5. Do you have a physical, mental, or other health condition that has lasted six (6) or more months and which limits the kind or amount of work you can do at a job?

- Yes
- No

NOTE: This question is included to maintain consistency with the federal census data. If you mark this question and do not answer 4 as "Yes", you will not meet the definition for persons with disabilities, since it states that the disability must be permanent.

\*Please see next page for Affirmative Action definitions.

**In order to measure the effectiveness of our recruiting efforts, we would appreciate you indicating how you found out about the position for which you are applying, i.e., newspaper (please indicate name of publication), position announcement (posted where?), word of mouth, etc. Thank you.**

Recruiting source: \_\_\_\_\_

# Affirmative Action Definitions

## **American Indian or Alaskan Native.**

A person with origins in any of the original peoples of North America and who maintains cultural identification through documented tribal affiliation or community recognition.

## **Asian or Pacific Islander.**

A person with origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. For example, China, Japan, Korea, Pakistan, the Philippine Republic, and Samoa.

## **Black/African-American.**

A person with origins in any of the Black racial groups of Africa.

## **Hispanic.**

A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin regardless of race. For example, persons from Brazil, Guyana, or Surinam would be classified according to their race and would not necessarily be included in the Hispanic category. This category does not include persons from Portugal, who should be classified according to race.

## **White/Caucasian.**

A person with origins in any of the original peoples of Europe, North Africa, or the Middle East.

## **Disabilities.**

For Affirmative Action purposes, people with disabilities are persons with a permanent physical, mental, or sensory impairment, which substantially limits one or more major life activities. Physical, mental, or sensory impairment means: (a) any physiological or neurological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the body systems or functions; or (b) any mental or psychological disorders such as mental retardation, organic brain syndrome, emotional or mental illness, or any specific learning disability. The impairment must be material rather than slight, and permanent in that it is seldom fully corrected by medical replacement, therapy, or surgical means.

## **Disabled veteran.**

A person entitled to disability compensation under laws administered by the U.S. Department of Veteran Affairs for disability rated at 30 percent or more, or a person whose discharge or release from active duty was for a disability incurred or aggravated in the line of duty.

## **Vietnam-era veteran.**

A person who served on active duty for a period of more than 180 days, any part of which occurred between August 5, 1964 and May 7, 1975, and was discharged or released from duty with other than a dishonorable discharge. Also, veterans who served in the Republic of Vietnam between February 28, 1961 and May 7, 1975.