

EMPLOYEE CONTACT & AVAILABILITY

Employee Name _____	Position _____
Address _____	City _____
Home Number _____	Cell Number _____
Email Address _____	
Best Way to Contact You? <input type="checkbox"/> Email Me <input type="checkbox"/> Call Home <input type="checkbox"/> Call Cell <input type="checkbox"/> Text Me	

Please complete the following Shift Availability chart to indicate all of the possible days of the week you can work.

SHIFT AVAILABILITY						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Approx hours to fill 10:30 AM – 8:30 PM	Normally closed but we do have some hours by Event	Approx hours to fill 3:30 PM – 10:30 PM	Approx hours to fill 3:30 PM – 10:30 PM	Approx hours to fill 3:30 PM – 10:30 PM	Approx hours to fill 10:30 AM–10:30 PM	Approx hours to fill 10:30 AM–10:30 PM

Indicate how many shifts a week you want to work: 1 2 3 4 5

Indicate a minimum &/or maximum number of hours in a week you'd want to work: Open _____ Min _____ Max

Identify any specific dates that you'd like to take off: _____

Questions or Comments _____

We will use this information to determine a workable waitstaff schedule.

*We cannot guarantee days of the week or number of hours but will do the best we can to accommodate your requests.
Employees with seniority in good standing will take preference.*