

*At McDonald's...You Can Go Anywhere!*

---



---

McDonald's® Licensee Employment Application  
**Management**





# APPLICATION FOR McDONALD'S EMPLOYMENT

for McDonald's Franchisee

This McDonald's is an equal opportunity employer committed to a diverse and inclusive work force.

## General Information

Name \_\_\_\_\_ Phone No. \_\_\_\_\_  
First Middle Init. Last

Address \_\_\_\_\_ S.S. No. \_\_\_\_\_  
Street Apt./Suite# City State Zip

How long at this address? \_\_\_\_\_ Previous address \_\_\_\_\_ How long there? \_\_\_\_\_

Position you are applying for \_\_\_\_\_ Salary Requirement \_\_\_\_\_

Date available for work \_\_\_\_\_ Referred by \_\_\_\_\_ Do you have transportation to work?  YES  NO

Are you legally authorized to work in the United States?  YES  NO  
Are you willing to transfer/relocate?  YES  NO  
If so, geographic preference \_\_\_\_\_

Are you available for business travel?  YES  NO  
Do you have a relative in the employ of McDonald's?  YES  NO  
If yes, who? \_\_\_\_\_

Have you ever been employed by McDonald's before?  YES  NO  
If so, when and where last employed? \_\_\_\_\_  
Position held:  Crew  Staff  Management

## Education

School Name, City and State	Did you graduate? (Yes/No)	Degree/Courses	G.P.A.
High School			
College			
Graduate School			
Other			

Hiring Manager: Detach and file separately

This independently owned and operated McDonald's organization is an equal opportunity employer committed to a diverse work force. In order to assist us in our efforts, we invite you to voluntarily provide responses to the following requests for information. Failure to respond will not subject you to adverse treatment. This form shall be kept confidential and will not be retained with your application. Information provided will be used only in accordance with the law and for equal opportunity purposes.

- SEX**  
 Male  Female
- RACE/COLOR/NATIONAL ORIGIN**  
 American Indian or Alaskan Native (1)  White (4)  
 Hispanic (2)  Black (5)  
 Asian or Pacific Islander (3)

## Employment Record (most recent first)

List below your most recent employers, beginning with the current or most recent one. If you were employed under a maiden or other name, please enter that name in the right hand margin. May we contact your present employer?  
 **YES**  **NO** (Please attach a separate list of employers if more space is needed.)

Name _____		Address _____			
Job Title _____		Name of Supervisor _____		Phone _____	
Date Started _____	Date Left _____	Base Salary or Wage \$ _____ /\$ _____ /\$ _____	Reason for Leaving _____		
<small>Mo/Yr</small>	<small>Mo/Yr</small>	<small>Start</small>	<small>End</small>	<small>(Bonus, etc.)</small>	

Name _____		Address _____			
Job Title _____		Name of Supervisor _____		Phone _____	
Date Started _____	Date Left _____	Base Salary or Wage \$ _____ /\$ _____ /\$ _____	Reason for Leaving _____		
<small>Mo/Yr</small>	<small>Mo/Yr</small>	<small>Start</small>	<small>End</small>	<small>(Bonus, etc.)</small>	

Name _____		Address _____			
Job Title _____		Name of Supervisor _____		Phone _____	
Date Started _____	Date Left _____	Base Salary or Wage \$ _____ /\$ _____ /\$ _____	Reason for Leaving _____		
<small>Mo/Yr</small>	<small>Mo/Yr</small>	<small>Start</small>	<small>End</small>	<small>(Bonus, etc.)</small>	

Name _____		Address _____			
Job Title _____		Name of Supervisor _____		Phone _____	
Date Started _____	Date Left _____	Base Salary or Wage \$ _____ /\$ _____ /\$ _____	Reason for Leaving _____		
<small>Mo/Yr</small>	<small>Mo/Yr</small>	<small>Start</small>	<small>End</small>	<small>(Bonus, etc.)</small>	

Name _____		Address _____			
Job Title _____		Name of Supervisor _____		Phone _____	
Date Started _____	Date Left _____	Base Salary or Wage \$ _____ /\$ _____ /\$ _____	Reason for Leaving _____		
<small>Mo/Yr</small>	<small>Mo/Yr</small>	<small>Start</small>	<small>End</small>	<small>(Bonus, etc.)</small>	

**U.S. MILITARY**

Branch of Service \_\_\_\_\_ Date Entered \_\_\_\_\_ Date of Discharge \_\_\_\_\_ Highest Rank \_\_\_\_\_  
 Do you have service-related skills and experience applicable to civilian employment?  **YES**  **NO** If yes, Describe \_\_\_\_\_

\*During the past 5 years, have you ever been convicted of, pled guilty to or pled no contest to, a crime, excluding misdemeanors and traffic violations?  **YES**  **NO** (\*A conviction will not necessarily bar you from employment)  
 Are you or have you ever been a sex offender registered with any federal, state or local government agency, including any listing on a public web site?  **YES**  **NO**

If yes, describe in full \_\_\_\_\_

(please continue on the back)



*Please Read Carefully the Section Below Before Signing*

**U.S. law requires that, if hired, you must furnish appropriate documentation establishing identity and employment eligibility, generally within 72 hours of starting work. For example, acceptable documents include: a U.S. Passport, or INS Forms 688 or 688A; a Social Security Card or birth certificate issued by government authority and a driver's license, school I.D. with photo or other government issued documentation establishing identity. Certain other documents are equally acceptable. Please consult a member of the management team and ask them for a copy of INS Form I-9 for a list of these documents.**

**CALIFORNIA EMPLOYMENT ONLY:**

You may exclude information regarding any conviction for which the record has been judicially ordered sealed, expunged or statutorily eradicated. You also may exclude information regarding any conviction that is more than two years old for a violation of California Health and Safety Code

Sections 11357, 11360, 11364, 11365 or 11550 (or predecessor statutes) as they relate to marijuana.

**CONNECTICUT EMPLOYMENT ONLY:** UNDER CONNECTICUT LAW, AN EMPLOYER CANNOT REQUIRE AN EMPLOYEE OR PROSPECTIVE EMPLOYEE TO DISCLOSE ARREST, CRIMINAL CHARGE OR CONVICTION RECORDS THAT HAVE BEEN ERASED. AN EMPLOYMENT APPLICATION THAT ASKS AN APPLICANT ABOUT HIS OR HER CRIMINAL HISTORY MUST CONTAIN THE FOLLOWING NOTICE:

1. The applicant is not required to disclose the existence of any arrest, criminal charge or conviction, the records of which have been erased pursuant to Sections 46b-146, 54-76o or 54-142a; 2. The criminal records subject to erasure pursuant to Sections 46b-146, 54-76o or 54-142a are records pertaining to a find of delinquency or that a child was a member of a family with services needs, an adjudication as a youthful offender, a criminal charge for which the person has been found not guilty or a conviction for which the person received an absolute pardon; and 3. Any person whose criminal records have been erased pursuant to Sections 46b-146, 54-76o or 54-142a shall be deemed to have never been arrested within the meaning of the general statutes with respect to those proceedings so erased and may so swear under oath.

**MASSACHUSETTS EMPLOYMENT ONLY:**

AN APPLICANT FOR EMPLOYMENT WITH A SEALED RECORD ON FILE WITH THE COMMISSIONER OF PROBATION MAY ANSWER "NO RECORD" WITH RESPECT TO ANY INQUIRY HEREIN RELATIVE TO PRIOR ARRESTS, CRIMINAL COURT APPEARANCES OR CONVICTIONS. IN ADDITION, ANY APPLICANT FOR EMPLOYMENT MAY ANSWER "NO RECORD" WITH RESPECT TO ANY INQUIRY 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 MASSACHUSETTS TO REQUIRE OR ADMINISTER A LIE DETECTOR TEST AS A CONDITION OF EMPLOYMENT OR CONTINUED EMPLOYMENT. AN EMPLOYER WHO VIOLATES THIS LAW SHALL BE SUBJECT TO CRIMINAL PENALTIES AND CIVIL LIABILITIES.

**MARYLAND EMPLOYMENT ONLY:**

UNDER MARYLAND LAW, AN EMPLOYER MAY NOT REQUIRE OR DEMAND, AS A CONDITION OF EMPLOYMENT, PROSPECTIVE EMPLOYMENT, OR CONTINUED EMPLOYMENT, THAT AN INDIVIDUAL SUBMIT TO OR TAKE A LIE DETECTOR OR SIMILAR TEST. AN EMPLOYER WHO VIOLATES THIS LAW IS GUILTY OF A MISDEMEANOR.

1. I certify that I have read this application and the information on it is complete and correct. I understand that any omissions or misrepresentation of information is grounds for dismissal.
2. I authorize the persons, employers, schools and organizations listed on this application to give you any information concerning my employment and other pertinent information they may have, personal and otherwise, and release all parties from all liability and damages that may result from furnishing this to you.
3. I acknowledge that I am applying for employment with an independently owned and operated McDonald's franchisee, a separate company and employer from McDonald's Corporation and any of its subsidiaries.
4. I acknowledge that the owner of this McDonald's franchise reserves the right to amend or modify any of its handbooks or policies at any time and without prior notice. These policies do not create any promises or contractual rights between this employer and its employees. At this independently owned and operated McDonald's franchise, employment is at will. This means an employee is free to terminate his/her employment at any time, without any reason, with or without cause, and the franchise owner retains these same rights. The owner of this independently owned and operated McDonald's franchise is the only person who may make an exception to this, and any exception must be in writing, addressed to a particular individual, and signed by the owner.
5. This independent McDonald's franchise is an Equal Opportunity Employer. Various federal, state, and local laws prohibit discrimination on account of race, color, religion, sex, age, national origin, disability or veterans status, or other categories protected by law. It is this McDonald's franchise policy to comply fully with these laws, as applicable, and information requested on this application will not be used for any purpose prohibited by law.
6. I understand that as a part of the procedure for my employment application an investigative consumer report may be made concerning my character, general reputation, personal characteristics and mode of living. Upon written request, additional disclosure concerning the complete nature and scope of the investigation will be provided. If I am denied a job based either wholly or in part because of information contained in an investigative consumer report, I will be provided the name and address of the reporting agency that supplies the information.

Signature

Date

*\*You must be 18 years of age or older to apply for a management position.*