



Employment Application

Welcome to Taco Bell!

Thanks for applying to join the Taco Bell team. Before you complete this application, we want you to know a little bit about working at Taco Bell.

As a successful team member, you may learn valuable job skills including:

- Technical skills (cooking, cashiering)
- Customer service skills (selling, problem solving)
- Social skills (communication, working with others)
- Business knowledge (inventory, store operations)
- Organization and planning (time management)
- Responsibility (supervising, training others)

As a Taco Bell Team Member, your most important job will be to satisfy Taco Bell guests. We satisfy guests by providing CHAMPS:

Cleanliness: Our guests like to eat in a clean, comfortable restaurant.

Hospitality: Our guests expect friendly, courteous service. A smile and friendly greeting will encourage them to return to Taco Bell again and again.

Accuracy: Our guests expect to receive exactly the items they order, served in the correct packaging.

Maintenance: Our guests want to visit a restaurant that is well maintained on the interior and exterior.

Product Quality: Our guests want hot food served hot and cold food served cold. They expect orders to be presented neatly, with the correct portions of ingredients in each item.

Speed of Service: Our guests expect to receive their food quickly.

How to Complete This Application

1. Use a blue or black pen. Print neatly, so your answers are easy to read. If you need more space, attach an additional sheet of paper.
2. Answer all of the questions completely. If you do not understand a question, ask the manager to explain it. You are not required to give information in response to a question that is prohibited by law.
3. If you have questions about job duties or career opportunities with Taco Bell, ask the manager. He or she will be glad to answer them.
4. Carefully read the information on the application. Once you have answered the questions and read all the information, sign and date the application.
5. Return the completed application to the manager. He or she will review the application and contact you. Applications are effective for 60 days, after which you must re-apply. This time period may be extended if you are interviewed for a position during the 60-day period.

Equal Opportunity Employer

Taco Bell Corp. (Taco Bell) does not discriminate on the basis of race, sex, color, religion, national origin, sexual orientation, age, disability, veteran status, or any other factors made unlawful under applicable federal and state laws. All personnel decisions are made without prejudice or discrimination, in accordance with the principles of equal opportunity.

THANKS AGAIN FOR APPLYING TO JOIN THE TACO BELL TEAM!

Personal Information	
NAME (First, Middle, Last)	OTHER NAME(S) YOU HAVE USED AT WORK OR SCHOOL
PHONE NUMBER	SOCIAL SECURITY NUMER (Optional)
STREET ADDRESS	CITY, STATE, ZIP CODE
HOW LONG HAVE YOU LIVED AT YOUR CURRENT ADDRESS?	PERSON TO CONTACT IN EMERGENCY (Name and Phone Number)
Are you under the age of 18? If "yes," can you, after employment, show proof of age?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
Can you, after employment, submit certification of your legal right to work in the U.S.?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been counseled or disciplined for being late or absent from work or school?	<input type="checkbox"/> Yes <input type="checkbox"/> No
The U.S. Secretary of Health and Human Services has determined that certain diseases, including hepatitis A, salmonella, shigella, staphylococcus, streptococcus, giardia, and compylobacter, may prevent you from serving food or handling food equipment in a sanitary or healthy fashion. An essential function of this job involves serving food or handling food equipment in a sanitary and healthy fashion. Can you, with or without reasonable accommodation, perform this essential function of this job?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of a felony, a crime involving dishonesty, or a crime involving violence to another person?*	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please describe, including dates charged, penalties, and current disposition. Note: Convictions are not an automatic disqualification from employment.	

* Residents of Maryland, Massachusetts, and Washington State, read the information about this question on the back page.	

Position Requested
<input type="checkbox"/> Team Member: No experience required <input type="checkbox"/> Shift Lead: Food service or retail experience required <input type="checkbox"/> Assistant Manager/Restaurant General Manager: Management experience required

Availability													
Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
FROM	TO	FROM	TO	FROM	TO	FROM	TO	FROM	TO	FROM	TO	FROM	TO
Do you have reliable transportation to get to work? <input type="checkbox"/> Yes <input type="checkbox"/> No							Would you be willing to work at another Taco Bell store? <input type="checkbox"/> Yes <input type="checkbox"/> No						
If hired when could you begin work? (Month/Day/Year)							How many hours would you like to work each week?						

Education					
NAME	CITY, STATE	# OF YEARS COMPLETED	GPA	DEGREE OR DIPLOMA	CONTACT PERSON DEPARTMENT/PHONE
HIGH SCHOOL					
COLLEGE					
OTHER					
PLEASE LIST ALL JOB-RELATED ORGANIZATIONS, CLUBS, OR ACTIVITIES YOU ARE/WERE INVOLVED IN AT SCHOOL, EXCEPT THOSE THAT INDICATE RACE, RELIGION, COLOR, NATIONAL ORIGIN, ANCESTRY, SEX, OR AGE.					

Work Experience					
COMPANY	ADDRESS	POSITION & DUTIES	SUPERVISOR NAME & PHONE	DATES EMPLOYED	REASON FOR LEAVING
MAY WE CONTACT? <input type="checkbox"/> Yes <input type="checkbox"/> No				ENDING WAGE: \$	
MAY WE CONTACT? <input type="checkbox"/> Yes <input type="checkbox"/> No				ENDING WAGE: \$	
MAY WE CONTACT? <input type="checkbox"/> Yes <input type="checkbox"/> No				ENDING WAGE: \$	
Have you or any of your relatives ever worked for Taco Bell Corp., Pizza Hut, Inc., KFC Corporation, Tricon Global Restaurants, Inc. or any franchisee of these companies? <input type="checkbox"/> Yes <input type="checkbox"/> No					
RELATIONSHIP*	COMPANY	LOCATION (CITY, STATE)		DATES EMPLOYED	

**Residents of Kansas: Include only yourself, spouses, or children.*

References				
LIST THREE SCHOOL, WORK, OR PERSONAL REFERENCES WHO WE MAY CONTACT. DO NOT LIST PEOPLE WHO ARE RELATED TO YOU.				
NAME	TELEPHONE NUMBER	HOW LONG HAVE YOU KNOWN THIS PERSON?	RELATIONSHIP TO YOU	TYPE OF REFERENCE
				<input type="checkbox"/> SCHOOL <input type="checkbox"/> WORK <input type="checkbox"/> PERSONAL
				<input type="checkbox"/> SCHOOL <input type="checkbox"/> WORK <input type="checkbox"/> PERSONAL
				<input type="checkbox"/> SCHOOL <input type="checkbox"/> WORK <input type="checkbox"/> PERSONAL

Residents of Maryland, Massachusetts & Washington State:

Please read the information on the back page before signing this application.

Applicant's Statements	
<p>READ THE FOLLOWING STATEMENTS CAREFULLY BEFORE SIGNING THIS APPLICATION. ONLY APPLICATIONS THAT ARE SIGNED AND DATED ARE CONSIDERED VALID.</p> <ol style="list-style-type: none"> The information I am presenting in this application is complete, true and correct to the best of my knowledge. I understand that any falsification, misrepresentation, or omissions could result in the denial of my application, withdrawal of any offer of employment, or immediate discharge. I understand that in connection with the application process, Taco Bell and its representatives may contact my former employers, educational institutions, references, and other relevant third parties to obtain additional information related to the information given by me in this application. I also understand that Taco Bell may provide such information to its parent company and affiliates and to other third parties. I hereby request, release, and consent to the release and disclosure of such information. I further release and hold harmless Taco Bell, Taco Bell's parent company and affiliates, their officers, employees and agents, and any other parties inquiring about, investigating, furnishing, communicating, reviewing, or evaluating such information from any and all potential claims, demands, damages, liabilities, and/or actions of any kind arising from such activities, whether known or unknown to me presently, that I may have, now or in the future. If employed, I agree to conform to the rules and regulations of Taco Bell Corp. and understand that I will be an employee at-will, and my employment may be terminated at any time by me or Taco Bell, with or without notice, for any reason. I understand that only the President of Taco Bell Corp. or the Vice President of Human Resources of Taco Bell Corp. has the authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing. 	
APPLICANT'S SIGNATURE	DATE

Information for Residents of Maryland

Taco Bell Corp., as a matter of corporate policy, will avoid administering polygraph tests. To the extent such tests are administered, Taco Bell Corp. will do so only in accordance with federal and state law. Under Maryland law, an employer may not require or demand any applicant for employment or prospective employment or any employee submit to or take a polygraph, lie detector, or similar test or examination as a condition of employment or continued employment. Any employer who violates this provision is guilty of a misdemeanor and subject to a fine not to exceed \$100.

I have read and understand the foregoing notice concerning my rights under Maryland law with respect to polygraph tests.

Applicant's Signature: _____

Date: _____

Information for Residents of Massachusetts

If you have a sealed record on file with the Commissioner of Probation, you may answer "no record" with respect to any inquiry herein relative to prior arrests, criminal court appearances, or convictions. You 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 transfer of a complaint to the Superior Court for criminal prosecution.

Taco Bell Corp., as a matter of corporate policy, will avoid administering polygraph tests. To the extent such tests are administered, Taco Bell Corp. will do so only in accordance with federal and state law. 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 liability.

Information for Residents of Washington State

You are only required to disclose convictions if the conviction or release from incarceration resulting from conviction occurred in the last ten years.