



**JOB APPLICATION**

We appreciate your interest in our organization and we are interested in your qualifications. A clear understanding of your background and work history will help us assess your application. We are an Equal Opportunity Employer. Consideration for employment is based solely on individual qualifications, without regard to race, marital status, religious creed, color, national origin, ancestry, sexual orientation, disability, medical condition, sex, veteran status, or citizenship status, or age as required by applicable state and federal equal opportunity laws.

**PERSONAL INFORMATION**

Name \_\_\_\_\_ Date \_\_\_\_\_

Mailing Address \_\_\_\_\_ Phone # \_\_\_\_\_

Street Address \_\_\_\_\_ E-mail \_\_\_\_\_ Cell # \_\_\_\_\_

Are you legally able to work in this country? \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_\_\_

Position applied for \_\_\_\_\_ Salary desired \_\_\_\_\_

How many hours per week? \_\_\_\_\_ *Please tell us about your availability below.*

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Are you available all year? \_\_\_\_\_ Do you have reliable transportation? \_\_\_\_\_

Who would we contact in case of emergency (name/phone)? \_\_\_\_\_

**WORK HISTORY (START WITH MOST RECENT)**

Employer \_\_\_\_\_ Dates employed \_\_\_\_\_

Location \_\_\_\_\_ Phone # \_\_\_\_\_

Position & duties \_\_\_\_\_ Salary \_\_\_\_\_

Supervisor \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Employer \_\_\_\_\_ Dates employed \_\_\_\_\_

Location \_\_\_\_\_ Phone # \_\_\_\_\_

Position & duties \_\_\_\_\_ Salary \_\_\_\_\_

Supervisor \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Employer \_\_\_\_\_ Dates employed \_\_\_\_\_

Location \_\_\_\_\_ Phone # \_\_\_\_\_

Position & duties \_\_\_\_\_ Salary \_\_\_\_\_

Supervisor \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Any other relevant experience?

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**EDUCATION**

College \_\_\_\_\_ Years completed \_\_\_\_\_

Location \_\_\_\_\_ Major \_\_\_\_\_

High School \_\_\_\_\_ Years completed \_\_\_\_\_

Location \_\_\_\_\_

Other \_\_\_\_\_ Certification or program \_\_\_\_\_

Location \_\_\_\_\_

**PERSONAL REFERENCES**

Name/Phone # \_\_\_\_\_

Name/Phone # \_\_\_\_\_

Name/Phone # \_\_\_\_\_

**A BIT MORE ABOUT YOU**

Why would you like to work at Little Creek Coffee Company? \_\_\_\_\_

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Describe a situation in which you provided or received excellent customer service.

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In your experience, what factors make you like (or dislike) a job?

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Anything else you'd like to tell us about yourself?

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I acknowledge that if employed, the employment will be "at will" and either party will have the right to terminate my employment at anytime for any reason or for no reason (with or without notice). I understand that nothing contained in this application or conveyed during any interview is intended to create an employment contract. I understand receipt of this application by Little Creek Coffee Company does not imply employment. If this application results in employment, I understand that proprietary information gained during training and employment is strictly confidential, during and after the employment period.

Signature of applicant \_\_\_\_\_

