



# Employment Application

## Applicant Information

How were you referred to Vida Coffee Co:	Position you are applying for:
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Full Name: \_\_\_\_\_ Emergency Contact/Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell/Other: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Birth (optional): \_\_\_\_\_ Social Security Number (optional): \_\_\_\_\_

Date Available to Start: \_\_\_\_\_ Salary Requirement: \_\_\_\_\_

If you are under 18 and we require a work permit, can you furnish one?  Yes  No

If no, please explain: \_\_\_\_\_

Are you a citizen of the United States?  Yes  No If not, are you legally allowed to work in the United States?  Yes  No

Type of employment desired:  Full-Time  Part-Time  Temporary  Seasonal

Have you ever plead "guilty," "no contest," or been convicted of a crime?  Yes  No

If yes\*, give dates and details: \_\_\_\_\_

\_\_\_\_\_

Answering "yes" to these questions does not constitute an automatic rejection for employment. Date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be considered.

## Summarize your special skills and qualifications:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Education

Name and Location of High School: \_\_\_\_\_ Did you graduate?  Yes  No

If no, did you earn a high school diploma equivalent?  Yes  No

Name and Location of College: \_\_\_\_\_ Did you graduate?  Yes  No

If yes, what degree did you receive? \_\_\_\_\_

If currently enrolled, what is your class load and major? \_\_\_\_\_

## Previous Employment (begin with most recent position):

Dates of employment: From: \_\_\_\_/\_\_\_\_/\_\_\_\_ To: \_\_\_\_/\_\_\_\_/\_\_\_\_ Position(s) held: \_\_\_\_\_

Business: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Title: \_\_\_\_\_

Job Description and Responsibilities: \_\_\_\_\_

Starting Salary and Title: \_\_\_\_\_ Ending Salary and Title: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

May we contact this employer for a reference?  Yes  No

Dates of employment: From: \_\_\_\_/\_\_\_\_/\_\_\_\_ To: \_\_\_\_/\_\_\_\_/\_\_\_\_ Position(s) held: \_\_\_\_\_

Business: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Title: \_\_\_\_\_

Job Description and Responsibilities: \_\_\_\_\_

Starting Salary and Title: \_\_\_\_\_ Ending Salary and Title: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

May we contact this employer for a reference?  Yes  No

Dates of employment: From: \_\_\_\_/\_\_\_\_/\_\_\_\_ To: \_\_\_\_/\_\_\_\_/\_\_\_\_ Position(s) held: \_\_\_\_\_

Business: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Title: \_\_\_\_\_

Job Description and Responsibilities: \_\_\_\_\_

Starting Salary and Title: \_\_\_\_\_ Ending Salary and Title: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

May we contact this employer for a reference?  Yes  No

### Availability:

Please complete the times that you are available to work each day.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

I certify that my answers are true and complete to the best of my knowledge. I authorize Vida Coffee Co. to make such investigations and inquiries of my personal, employment, financial and other related matters as may be necessary for an employment decision. I hereby release employers, schools or individuals from all liability when responding to inquiries in connection with my application. In the event I am employed by Vida Coffee Co., I understand that false or misleading information given in my application or interview(s) may result in discharge.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Barista Questionnaire:

Do you like to drink coffee?  No  Yes

If yes, what is your favorite coffee drink?

If no, why would you want to work in a coffee shop?

Are you familiar with gourmet coffee?  No  Yes -- How so?

Do you have any experience with traditional espresso drinks?

Do you know the legend of coffee's origination?

Are you interested in increasing your coffee knowledge?

What questions do you have about coffee?

If you had to choose between a large corporate coffee chain or a local coffee shop, which would you choose assuming their menus were comparable? Why?