

Sweet Aroma Café – Hiring Application

TELL US ABOUT YOURSELF

Name (print) Last: _____ First _____ Middle I. _____ Date _____

Current Address: _____ City _____ St _____ Zip _____

Home Telephone: _____ Cell/Other Telephone(if applicable) _____

Email Address: _____

Do you have a reliable means of transportation to work? Yes NO What wage are you expecting? _____

If you are younger than 18 years old, how old are you? _____

Are you legally authorized to work in the U.S.? YES NO Have you ever been convicted of a felony? YES NO

If so, please indicate the crime, date of conviction, nature of circumstances, state in which offense occurred, and sentence (if any): _____

Note: Please do not answer yes or provide any information about convictions that have been erased, expunged, sealed, pardoned, set aside, vacated, annulled or otherwise eradicated by a court. A “yes” response will not necessarily disqualify an applicant from employment. Failure to answer this question accurately could cause denial of employment or termination of employment.

AVAILABILITY

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
FROM:							
TO:							

Seasonal: All Year: Minimum number of hours needed to work: _____

Maximum number of hours able to work: _____

PREVIOUS EMPLOYMENT HISTORY

PLEASE LIST YOUR THREE MOST RECENT JOBS (including babysitting, lawn care or volunteer work):

Name & Address of Employer _____

Employed from _____ To _____ Phone# _____ Supervisor _____ Reason for leaving _____

Name & Address of Employer _____

Employed from _____ To _____ Phone# _____ Supervisor _____ Reason for leaving _____

Name & Address of Employer _____

Employed from _____ To _____ Phone# _____ Supervisor _____ Reason for leaving _____

Relevant Skills: _____

EDUCATION

Did you

High School (last attended) _____ Location: _____ Graduate? ? Yes NO

Did you

College & Vocational Schools _____ Location: _____ Graduate? ? Yes NO

Graduate? ? Yes NO

PERSONAL BACKGROUND

Please list job-related awards and/or leadership positions held (work or school) _____

MILITARY SERVICE

Yes NO Branch _____ Start Date _____ End Date _____

Relevant Skills: _____

REFERENCES

PLEASE PROVIDE THREE REFERENCES (For example, current or past employers or supervisors: teachers, others familiar with your job qualifications).

NAME: _____ ADDRESS: _____

PH# _____ RELATIONSHIP _____ YEARS KNOWN _____

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PH# _____ RELATIONSHIP _____ YEARS KNOWN _____

PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY AND SIGN

I understand that I am applying for employment at Sweet Aroma Café. I further understand that completion of this application does not indicate that there are any positions currently open and does not obligate Sweet Aroma Café to hire me.

I certify that all of the answers given in this application are true and complete to the best of my knowledge and that I have personally completed this application. I understand that providing false or misleading information or omitting pertinent information in my application or a job interview shall be grounds for rejection of this application or for immediate discharge if I am employed.

I understand that if I am employed, my employment will be for no definite period of time. I understand that my employment may be terminated at-will with or without cause, and with or without notice, at the option of either Sweet Aroma Café or me.

Applicant Signature

Date

Printed Name