



19 S. Ash Street
(815) 277-2290

Application For Employment

Personal Information

Name: _____ S.S. No. _____

Address: _____

Phone: _____ Email: _____

Are you over 18 years of age? ____ Yes ____ No

Have you ever been convicted of a crime? If yes, please explain when, where and outcome. _____

Work Experience

Position applying for: _____ Strat Date Available: _____

(Please Circle One): Part Time / Seasonal Hourly pay expectation: _____

What skills and experience will you bring to the position you are applying?

Are you trained in Latte art? If yes, what? _____

Grounded will be open seven (7) days a week. If offered employment, please list all times and days you would be available for work.

Weekdays:

Weekends:

Employment History

Start with your present or most recent employer.

Date: Start _____ End _____	Name of Company:	Hourly Pay: Start \$ _____ End \$ _____
	Address:	Phone:
Job Title:	Supervisor: Name _____ Phone _____	May we contact this employer? Yes _____ No _____

Date: Start _____ End _____	Name of Company:	Hourly Pay: Start \$ _____ End \$ _____
	Address:	Phone:
Job Title:	Supervisor: Name _____ Phone _____	May we contact this employer? Yes _____ No _____

Date: Start _____ End _____	Name of Company:	Hourly Pay: Start \$ _____ End \$ _____
	Address:	Phone:
Job Title:	Supervisor: Name _____ Phone _____	May we contact this employer? Yes _____ No _____

Education and Training

Type of School	Name of School	Circle Years Completed	Degree / Certificate/ Area of Study
High School		1 2 3 4	
College		1 2 3 4	
Graduate School		1 2 3 4	
Other			

Reference

Did anyone refer you to Grounded Coffee Bar or how did you hear about us?

Please list two (2) references:

1.

Name:	
Company:	Phone:
Address:	
City/State/Zip:	
Tell us how you know this person and for how long:	

2.

Name:	
Company:	Phone:
Address:	
City/State/Zip:	
Tell us how you know this person and for how long:	

Please Read Carefully:

I agree, in the event of my employment with Grounded Coffee Bar, I understand any misrepresentation by me in this application will be sufficient cause of cancelation of this application and/or termination from the company.

I understand Grounded provides reasonable accommodations to assist in the hiring process and performance of essential job functions as required by applicable state and local laws. If I have any questions or need for accommodation, I will communicate them to the hiring manager.

I understand that any offer of employment may be contingent upon the successful completion of a background check. That May include criminal and/or credit checks.

I certify that all my statements made in this application are true and herby authorize Grounded Coffee Bar to investigate my references and authorize all relevant information.

PLEASE EMAIL COMPLETED APPLICATION TO: admin@thegroundedcoffeebar.com

Signature

Date

<p>Notes (office Use):</p> <p>Date Hired: _____ Starting Salary: \$ _____ Start Date: _____ Position _____</p>
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