



Application for Employment

An Equal Opportunity Employer

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PRINT IN BLACK INK OR TYPE. Please staple your resume if you are submitting one in addition to this application. You must fill out this application form completely, even if you have submitted a resume. If questions are not applicable, enter "NA." Do not leave questions blank. Be sure to sign when completed. Gimme! Coffee Inc. is an Equal Opportunity Employer and does not discriminate on the basis of race, color, sex, age, disability, religion, citizenship, national origin, ancestry, military status or veteran status, marital status, sexual orientation, domestic violence victim status, predisposing genetic characteristics and genetic information, and any other status protected by law. Any applicant requiring an accommodation during any phase of the application process must notify the Human Resources Office.

A. General Information

1. Name (First, MI, Last) Have you previously been known by another name? If so, please list (so we can verify your employment history):		2. Mailing Address (No., Street, City, Zip Code)		3. Email Address	
4. Phone Number	5. Title of Position Applied For (indicate location)		6. How Did You Learn of This Opening?		7. Are You Under 18 Years of Age? <input type="checkbox"/> Yes <input type="checkbox"/> No
8. Position Desired <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time	9. I am Able To Work... <input type="checkbox"/> Evenings <input type="checkbox"/> Weekends <input type="checkbox"/> Days <input type="checkbox"/> Holidays		10. Circle Days You Can Work. M T W R F S S		11. Date You Can Start?
12. Are you legally authorized to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No Federal law requires you to produce within 3 business days of hire specific documents establishing your identity and authorization for employment in the US.					

B. Educational History & Experience

1. Name and Location (City & State) of Last High School Attended		2. Are You a High School Graduate? Answer "Yes" if you expect to graduate w/in the next several months, or you have a equivalency certificate of graduation. <input type="checkbox"/> Yes <input type="checkbox"/> No - Highest grade Completed:	
3a. Name and Location of College or University	Credits Completed Semester: Quarter:		Degree Type (BA, BFA, etc.)
3b. Name and Location of College or University	Credits Completed Semester: Quarter:		Degree Type (BA, BFA, etc.)
4. Major Field of Study at Highest Level of College Work			
5. Honors, Awards, and Fellowships Received			
6. Coffee Experience			



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Name (First, MI, Last)	Date
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C. Work History

(Start with your current position and go back at least 5 years or to your 16th birthday, whichever is shorter. If your resume omits any position held in that time period -- regardless of length -- you must include it here. You may include volunteer work. Account for periods of unemployment in separate blocks in order. Include military service. Use blank sheets if you need more space.)

Dates of Employment (Month & Year) From: To:	Exact Position Title: Average Weekly Hours:	Starting Salary/earnings: \$ per Present Salary/earnings: \$ per
Name of Employer and Complete Mailing Address	Kind of Business (Manufacturing, etc.)	Place of Employment (City & State)
Name of Supervisor	Telephone (If Known)	Reason for Leaving
Description of Duties, Responsibilities, and Accomplishments		

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Name (First, MI, Last)

Date

D. Other Information

1. Have you ever been fired or asked to resign from a job? If Yes, for what reason?

E. References: List two personal references who are not relatives or former supervisors.

Name	Address	Telephone	Occupation	Years Known
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Name	Address	Telephone	Occupation	Years Known
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F. Certification

I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that if I am employed, any misrepresentations, omissions, or false statements on this application will disqualify me from further consideration and may be grounds for immediate dismissal. I authorize investigation of all statements contained in this application. I also grant permission to contact all references listed above, and authorize them to release all information concerning my previous employment and any other pertinent information these references might have, personal or otherwise. I release all parties from all liability for any damage that may result from furnishing this information to you. I understand and agree that, if hired, my employment is for no definite period and no promise is binding unless in writing and signed by the CEO. I understand that this application is not an offer, promise, or contract of employment, either expressed or implied. If hired, my employment would be "at will" and could be terminated by either Gimme! Coffee, Inc. or me at any time, with or without notice or cause.

Signature of Applicant

Date

G. Use this space for any additional information you'd like to share