



The Trade Coffee & Coworking Employment Application

In compliance with Federal and State equal employment opportunity laws, it is the company's intention to consider all applicants without regard to race, color, religion, sex, national origin, age, marital status, disability, the presence of non-job related medical conditions or any other protected classification.

(PLEASE PRINT CLEARLY)

Today's Date _____

Name _____ Phone # (_____) _____ Date of Birth _____
First MI Last

Address _____ City _____ State _____ Zip _____

Email Address _____ Are you authorized to work in the United States? Yes No

Which are you available to work? Part-Time Full-Time Date able to start _____ Wage Desired _____

How many hours do you expect to work a week _____
Minimum Maximum

AVAILABILITY - State all hours you will be able to work in the chart below

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
FROM							
TO							

Please list languages you speak fluently (including ASL) _____

Please list any special needs or abilities which you have that we should be aware of (please do not list those which are related to race, sex, religion, color, national origin, age, marital status, disability or non-job related medical conditions).

In addition to work experience, what other experiences, skills or abilities do you have that should be considered in evaluating your qualifications for this job? _____

EMPLOYMENT EXPERIENCE (start with the most recent)

NAME AND ADDRESS OF COMPANY	DATE TO - FROM	TYPE OF WORK	SALARY	NAME OF SUPERVISOR	REASON FOR LEAVING

EMERGENCY CONTACT

Name _____ Phone # (_____) _____ Relationship _____

IMPORTANT: WORKING PAPERS OR A CERTIFICATE OF AGE MAY BE REQUIRED BEFORE HIRING.

The facts set forth in my application for employment are true and complete. I understand that if I am employed, false statements on this application shall be considered sufficient cause for dismissal. By placing my signature below I authorize inquiries to be made regarding my job history and character to prior employers, schools, etc. and hereby release employers, schools or individuals from all liability in responding to inquiries in connection with my application and release this Company from all liability with respect to such inquiries. If a job opportunity is accepted, I shall comply with all The Trade Coffee & Coworking requirements, procedures and policies including, but not limited to, the dress code. I understand that job responsibilities often include counter work, product preparation and cleaning duties. I further understand that I am an employee "at will" and that I can resign or be terminated at any time.

Signature of Applicant

Date