



# Application for Employment

DOB \_\_\_\_\_

The Kidd Coffee Company is an equal opportunity employer. We are dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, national origin, disability or any other basis prohibited by state or federal law. Please complete the entire application in blue or black ink. Please print.

Last Name		First Name		Middle Initial	Social Security Number		Date
<b>Your Current Address</b>	Street			City	State	Zip	
<b>Permanent Address</b>	Street			City	State	Zip	
<b>Phone Numbers:</b> Daytime _____ Evening _____ Mobile (if applicable) _____							

## PERSONAL INFORMATION

Other names you are known by \_\_\_\_\_ Are you under the age of 18? Yes ( ) No ( )

Are you legally eligible for employment in the United States? Yes ( ) No ( ) NOTE: Proof of US citizenship or immigrant status will be required.

Have you been convicted of a felony in the last seven years? Yes ( ) No ( ) If YES, list convictions that are a matter of public record. \_\_\_\_\_

## EMPLOYMENT DESIRED

Position \_\_\_\_\_ Date Available to Start Work \_\_\_\_\_

Have you ever worked for a Kidd Coffee franchise or corporate owned store? Yes ( ) No ( ) IF YES, when? \_\_\_\_\_ Where? \_\_\_\_\_

## YOUR AVAILABILITY

Write the timeframes you are available to work each day of the week. Kidd Coffee typically operates from 6:30 am – 9:00 pm.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Are you able to work overtime? Yes ( ) No ( )

## EDUCATION

	Name and Address of School	Circle Last Year Completed	Did You Graduate?	Subjects Studied & Degrees Received
High School		1 2 3 4		
College		1 2 3 4		
Post-Graduate				
Other				

## TELL US MORE...

What additional skills do you have that would apply in a position at Kidd Coffee? \_\_\_\_\_

Have you ever visited a Kidd Coffee location? Where? What was your experience? \_\_\_\_\_

What do you like about coffee? \_\_\_\_\_

Why would you like to work for Kidd Coffee? \_\_\_\_\_

Describe a specific situation in your job history where you have provided excellent customer service. \_\_\_\_\_

<b>FORMER EMPLOYERS</b>	List your current and previous three employers. Start with the most recent one first. Please include any un-paid or volunteer experience which is related to the job you're applying for. Please complete even if you attach a resume.
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From	<b>Current Employer</b> (Name, Address, Type of Business)	<b>Compensation</b> Starting _____ Ending _____ If hourly, avg # hrs/wk _____	<b>Position</b>	<b>Reason for Leaving</b>
To				

Duties Performed \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_ May We Contact? \_\_\_\_\_

From	<b>Previous Employer</b> (Name, Address, Type of Business)	<b>Compensation</b> Starting _____ Ending _____ If hourly, avg # hrs/wk _____	<b>Position</b>	<b>Reason for Leaving</b>
To				

Duties Performed \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_ May We Contact? \_\_\_\_\_

From	<b>Previous Employer</b> (Name, Address, Type of Business)	<b>Compensation</b> Starting _____ Ending _____ If hourly, avg # hrs/wk _____	<b>Position</b>	<b>Reason for Leaving</b>
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Duties Performed \_\_\_\_\_

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To				

Duties Performed \_\_\_\_\_

Supervisor's Name \_\_\_\_\_ Phone Number \_\_\_\_\_ May We Contact? \_\_\_\_\_

<b>REFERENCES</b>	List below the names of three professional references, people you have known at least one year. Please do not list family members.
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Name	Address & Phone Number	Business	Years Acquainted	How do you know this person?

I hereby authorize the Kidd Coffee Company to thoroughly investigate my background, references, employment record and other matters related to my suitability for employment. I authorize persons, schools, my current employer (if applicable) and previous employers and organizations contacted by the Kidd Coffee Company to provide any relevant information regarding my current and/or previous employment and I release all persons, schools, employers of any kind and all claims for providing such information. I understand the misrepresentation or omission of facts may result in rejection of this application or, if hire, discipline up to and including dismissal. I understand that I may be required to sign a confidentiality and/or non-compete agreement should I become an employee of the Kidd Coffee Company. I understand that nothing contained in this application or conveyed during any interview which may be granted is intended to create an employment contract. I understand that filling out this form does not indicate that there is a position open and does not obligate the Kidd Coffee Company to hire me. I understand and agree that my employment is at will, which means that it is for no specified period and may be terminated by me or the Kidd Coffee Company at any time without prior notice for any reason.

Date \_\_\_\_\_ Applicant's Signature \_\_\_\_\_

**WE ARE AN EQUAL OPPORTUNITY EMPLOYER**



