

Presque Isle Gallery Coffeehouse

Job Application

Instructions: Print clearly in black or blue ink. Answer all questions. Sign and date the form.

Personal Information:

Name _____

Street Address _____

City, State, Zip Code _____

Phone Number (____) _____

Are you eligible to work in the United States? Yes _____ No _____

If you are under age 18, do you have an employment/age certificates? Yes ____ No ____

Have you been convicted of or pleaded no contest to a felony within the last five years?

Yes _____ No _____

If yes, please explain: _____

Position/Availability:

Position Applied For: _____

Days/Hours Available

Monday: Hours Available: from _____ to _____

Tuesday: Hours Available: from _____ to _____

Wednesday: Hours Available: from _____ to _____

Thursday: Hours Available: from _____ to _____

Friday: Hours Available: from _____ to _____

Saturday: Hours Available: from _____ to _____

Sunday: Hours Available: from _____ to _____

What date are you available to start work? _____

Education: Name and Address Of School - Degree/Diploma - Graduation Date

Skills and Qualifications: Licenses, Skills, Training, Awards

Employment History: Present Or Last Position:

Employer: _____

Address: _____

Supervisor: _____

Phone: _____

Email: _____

Position Title: _____

From: _____ To: _____

Responsibilities: _____

Salary: _____

Reason for Leaving: _____

Previous Position:

Employer: _____

Address: _____

Supervisor: _____

Phone: _____

Email: _____

Position Title: _____

From: _____ To: _____

Responsibilities: _____

Salary: _____

Reason for Leaving: _____

May We Contact Your Present/Previous Employer?

Yes _____ No _____

Please tell us why you would like to work for Presque Isle Gallery Coffehouse:

References:

Please include Name, Address and Contact Number:

1. _____
2. _____
3. _____

I certify that information contained in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above.

Signature _____

Date _____