

Application for Employment

The Coffee Group Inc., DBA Island Brew Coffeehouse is an Equal Opportunity/ Affirmative Action Employer committed to excellence through diversity. Employment offers are made on the basis of qualifications, and without regard to race, sex, religion, national or ethnic origin, disability, age, veteran status, or sexual orientation.

PLEASE TYPE OR PRINT. Complete the entire application. You may attach a resume, but you must still complete all questions. Please fill out each box.

Position Applying For:	Name (Last, First, Middle):	Other names under which you have attended school or been employed:
Street Address:	City, State & Zip:	
Social Security Number:	Phone:	Email:
Are you eligible to work in the United States?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you 18 years of age or older?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If NO, what is your current age?
Are you related to any current company employee?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If YES, their name & their relationship to you?
If required for position, do you have a valid driver's license?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If YES, State of issuance, license #, and expiration date:
How did you learn about this employment opportunity? Check all that apply: <input type="checkbox"/> Newspaper Ad <input type="checkbox"/> Website <input type="checkbox"/> Employee Referral <input type="checkbox"/> Walk-In <input type="checkbox"/> Social Media <input type="checkbox"/> Other		

EDUCATION

Name of School	City/State	Did you graduate?	If No, # of years left to graduate	If Yes, date of Graduation	Degree received	Major	
High School:		<input type="checkbox"/> Yes <input type="checkbox"/> No					
GED:							
Other School:							
College:							
Other credentials/ licenses/ professional affiliations, etc., which are relevant to the job(s) for which you are applying.							
Hours Available	M	T	W	TH	F	S	S
FROM							
TO							

WORK EXPERIENCE: Please detail your entire work history. Begin with your current or most recent employer. Include full-time military or volunteer commitments.

PLEASE NOTE: The Coffee Group LLC., Island Brew Coffeehouse reserves the right to contact all current and former employers for reference information.

Dates Employed (most recent) From: To:	<input type="checkbox"/> Full time <input type="checkbox"/> Part-time If part-time, # hrs./wk:	Title:
Starting Pay:	Company Name and Address:	
Final Pay:		
Supervisor's Name, Title and Phone #:	Other Reference Name, Title and Phone #:	Contact my current references: <input type="checkbox"/> At any time <input type="checkbox"/> Only if I am a finalist candidate
Primary Duties		Reason for Leaving

Dates Employed (most recent) From: To:	<input type="checkbox"/> Full time <input type="checkbox"/> Part-time If part-time, # hrs./wk:	Title:
Starting Pay:	Company Name and Address:	
Final Pay:		
Supervisor's Name, Title and Phone #:	Other Reference Name, Title and Phone #:	Contact my current references: <input type="checkbox"/> At any time <input type="checkbox"/> Only if I am a finalist candidate
Primary Duties		Reason for Leaving

Dates Employed (most recent) From: To:	<input type="checkbox"/> Full time <input type="checkbox"/> Part-time If part-time, # hrs./wk:	Title:
Starting Pay:	Company Name and Address:	
Final Pay:		
Supervisor's Name, Title and Phone #:	Other Reference Name, Title and Phone #:	Contact my current references: <input type="checkbox"/> At any time <input type="checkbox"/> Only if I am a finalist candidate
Primary Duties		Reason for Leaving

PLEASE READ CAREFULLY AND SIGN THAT YOU UNDERSTAND AND ACCEPT THIS INFORMATION. I certify that the information on this application and its supporting documents is accurate and complete. I understand and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. In consideration of my employment, I agree to conform to the rules and regulations of the company and my employment and compensation can be terminated at any time, at the option of either the company or myself.

Applicant Signature: _____ Date: _____