



Date: _____

Application for Employment

Personal Information

Name: _____ SSN: _____ Date of Birth: _____

Address: _____
(Street) (City) (State) (Zip)

Desired Position: _____ Desired Pay: _____ Phone: _____

Start Date: _____ Total Desired Hours: _____ Have you been convicted of a crime?
(If yes, please explain on back)

Availability

| | | | | | | |
|--------|---------|-----------|----------|--------|----------|--------|
| | | | | | | |
| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |

Education

High School: _____ Graduated (Y) (N) _____
Level Completed

College _____ Graduated (Y) (N) _____
Level Completed

Previous Work Experience

Employer: _____ Position: _____

Phone: _____ Salary: _____ Dates Worked: _____

Responsibilities: _____

Reason for Leaving: _____

Employer: _____ Position: _____

Phone: _____ Salary: _____ Dates Worked: _____

Responsibilities: _____

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Employer: _____ Position: _____

Phone: _____ Salary: _____ Dates Worked: _____

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Employer: _____ Position: _____

Phone: _____ Salary: _____ Dates Worked: _____

Responsibilities: _____

Reason for Leaving: _____

May We Contact Previous Employers? (Y) (N)

Who Can We Not Contact, Why? _____

Why Do You Want to Work at MochaLisa's Caffe

APPLICANT: READ AND SIGN BELOW
THIS INFORMATION PROVIDED BY ME IN THIS APPLICATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT IF I AM EMPLOYED, ANY FALSE STATEMENTS WILL BE CONSIDERED AS CAUSE FOR POSSIBLE DISMISSAL. I ALSO UNDERSTAND THAT A ROUTINE INQUIRY MAY BE MADE DURING OUR INITIAL OR SUBSEQUENT EMPLOYMENT PROCESS WHICH MAY PROVIDE INFORMATION CONCERNING CHARACTER, JOB HISTORY, GENERAL REPUTATION, PERSONAL CHARACTERISTICS, CREDIT RECORD, AND MODE OF LIVING. UPON WRITTEN REQUEST, ADDITIONAL INFORMATION AS TO THE NATURE AND SCOPE OF THE INQUIRY, IF ONE IS MADE, WILL BE PROVIDED.

(Applicant's Signature)

(Date)

INTERNAL USE ONLY

Reviewed? (Y) (N)

Call? (Y) (N)

Interviewed? (Y) (N)