

* Tater Cakes Bakeshop *
5714 S. Transit Rd. Lockport, NY 14094
* (716) 438-7452 * www.TaterCakesWNY.com *

Front counter clerk

Job Description/ Responsibilities:

- Must be able to work in a clean and safe manner; Applicants must be able to conform and follow New York department of health guidelines for food safety.
- Assisting with customer service which includes interacting with customers in a friendly and helpful manner and cash handling.
- General housekeeping duties are required.
- Additional responsibilities may be assigned such as packaging of products.
- Applicants must be dependable, self motivated, friendly, and outgoing. Ambition is a key trait.
- Follow all company guidelines which also includes no employment with competitors or other businesses that would create a conflict of interest (examples include but are not limited to: home based business that sells bakery products or working for another bakery) or use of cell phones during shift.

Application can be emailed to employment.tatercakes@gmail.com

Job Application

Name: _____

Address: _____ Phone: _____

Position applying for: _____

Desired starting salary: _____

Previous Work Experience

Employer: _____

Start/Stop Date: _____

Contact Name/Phone # _____

Reason for leaving: _____

Employer: _____

Start/Stop Date: _____

Contact Name/Phone # _____

Reason for leaving: _____

Education

High School/Highest Grade: _____

College: _____ Certificates: _____

Skills/Awards: _____

Have you ever been convicted of a crime? _____

Besides being a hard worker and friendly, what's your best trait and why (Please note, you must be a hard worker and friendly to be considered for employment, sorry, you can't use these traits in this exercise):

Availability

Please list the times that you are available:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Please check each box that you agree with the following statements:

- I can legally work in New York State.
- I am 18 years of age or older. If under 18, please list age-
- I am highly dependable and will arrive to work on time.
- I understand that Tater Cakes is a cell phone free workplace.
- I will follow Tater Cakes social media policy and that I'm not allowed to share or reproduce any recipes.
- I will conform to New York State Department of health guidelines.

I understand that this application is not a guarantee that I will be hired. This application is an intent for employment. All the above information is accurate to the best of my knowledge. Knowingly providing false information will disqualify application and may result in up to and including termination of employment. I agree to follow all Tater Cakes policies and understand that this is not a contract for employment. I agree to allow Tater Cakes to confirm my information on this application.

Signature

Date