

# Maureen's

Ice Cream & Desserts  
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## *Employment Application – 2019 Season*

**Note:** We put a lot of weight on how this application is filled out in making our hiring decisions. Answer all of the questions, especially the last one – if your application is incomplete you will not be hired.

### **Applicant Info:**

**Name:**

**Address:**

**Summer Address:**

**Phone** (home & cell):

**Email:**

**School** (&year of graduation)

**Past work history:**

**where, when, and  
responsibilities:**

**Referred by:**

**Date of Birth:**

**Social Security #**

**Ideally, how many hours per week would you want to work?**

**If hired, how soon could you start working?**

**If hired, after what date are you no longer available to work?**

**Which of the following times and days will you normally be available to work (check off all that apply)?**

Afternoons after school                       Summer days     nights  
 School nights                                       weekend days     nights  
 Anytime

**Any other times or days during the week when you wouldn't be able to work?**

**Will you be available to work (check off all that apply):**

Memorial Day Weekend  
 Craft Fair Saturday, (First Saturday in June)  
 July 4<sup>th</sup>  
 Labor Day Weekend  
 Week Ends Spring  
 Week Ends Fall

**Do you have any planned vacation or commitments? If so when?**

**Do you have another job?**

**If so, what are your hours there?**

**Any other information we should know that would impact your ability to work here? \_\_\_\_\_**

\_\_\_\_\_

**Getting to know you is critical in a fun, teamwork environment.**

**Share some fun stuff about yourself with us:**

**Your current favorite song?**

**Your favorite band/singer?**

**Your favorite color?**

**Your favorite ice cream flavor?**

**Your favorite sport?**

**How do you like to spend free time?**

**A famous person you admire?**

### **Our Requirements:**

We expect our team members to be courteous, friendly and engaging – every customer gets a smile and a welcome. We want our customers to feel great about their visit and our serving team is the key component to making that happen. We expect you to treat everyone, including your serving teammates, with professionalism and respect. We want you to have fun at work, but at the same time, we expect you to act accordingly – we tolerate no harassment of any kind directed towards customers, other team members, or anyone else you come in contact with. A working knowledge of all products offered at Maureen's will be explained to you at traing.

As much as we'd love to allow everyone the flexibility to work whenever is most convenient for them, the reality of our business is that the shop needs to be covered during the day as well as at night. Granted the day hours are not as busy as the night. However, the day shift is as important.

We will be as flexible as possible. In return, we ask that you be flexible in understanding that if the weather is heavy rain (storm), we may need to cancel some shifts. This is actually very rare in the summer months.

A strong work ethic is extremely important to our success. If you are scheduled to work it is expected you will make every possible effort to meet that commitment. It is your responsibility to find a replacement once the schedule is set. In addition complete honesty and trust is a requirement and any violation will not be tolerated.

I've read and understand these requirements, and I promise that I can commit to them:

X \_\_\_\_\_

**ONE FINAL QUESTION:** Working in our ice cream and coffee shop looks like fun from the outside and it is...but it's also a lot of hard work. The customers can be demanding, there's a lot of pressure, you have to be willing to pick up trash, clean utensils, bathrooms, floors, etc. – and you need to do it with a constant smile. Do you think you can handle it? Use the rest of this page to tell us why you think you will be good at it and most importantly, enjoy it? (You don't have to write a long essay – just a few sentences to tell us why you feel you'll enjoy being part of our team – but we base a lot of our decision on how you answer this). We ONLY hire fun, outgoing people who will truly enjoy coming to work at "Maureen's" each day! If you are the type of person who looks forward to talking to customers, remembering their names or by face, making them laugh, smile, and creating a memorable experience, you're applying for a job at the right place, and we think you'll love it here as much as we do! Your comments below are your chance to express yourself and will play a big part in our hiring decisions. Thanks for applying!

**Direct Deposit information:**

Checking \_\_\_\_\_ Savings \_\_\_\_\_

**Bank Routing number:** \_\_\_\_\_

**Bank Account number:** \_\_\_\_\_

**Your payroll account will be created using ( one ) exemption unless you request something different here \_\_\_\_\_.**

You are Responsible to sign in and sign out, check your pay stub every pay period and obtain your W-2 on line. So remember your pass word and how to access your account