



Urbane Cafe

HAND-CRAFTED • FIRE-BAKED

Employment Application

Important-Please Read: Thank you for your interest in a career with Urbane Cafe. We appreciate the fact that you are taking the time to complete this application. All applicants will be given equal consideration regardless of age, sex, race, disability, sexual orientation, marital status, color or religion. Urbane Cafe's policy requires that all persons interested in employment complete a written application. A resume alone is not sufficient to consider an individual as an applicant. Individuals will not be considered applicants if they exclude the following information: 1) information required by law including social security number and authorization to work in the United States 2) a complete employment history and 3) signature of applicant.

General Information

POSITION(S) APPLIED FOR: _____ DATE: _____

NAME: _____
(last) (first) (middle)

ADDRESS: _____
(street) (city) (state) (zip code)

SOCIAL SECURITY #: _____ TELEPHONE #: (____) _____ EMAIL: _____

Please circle the appropriate response where indicated

If you are under 18, can you furnish a work permit? *Yes No* Are you eligible for employment in this country? *Yes No*

Have you been employed by the Urbane Cafe before? *Yes No* Does a family member work for the Urbane Cafe? *Yes No*

Have you ever been convicted of a felony? *Yes No*

Type of employment desired: *Full Time Part Time* Days/Hours Available:

Shift desired: *Day Evening Night*

Wage Requirement: _____

From:
To:

Mon.	Tue.	Wed.	Thu.	Fri.	Sat.	Sun.

Educational Background and Skills

<i>School Name</i>	<i>Years Completed</i>	<i>Degree</i>	<i>G.P.A.</i>	<i>Major</i>
<i>College</i> _____	_____	_____	_____	_____
<i>High School</i> _____	_____	_____	_____	_____
<i>Other</i> _____	_____	_____	_____	_____

Skills and Qualifications: *Summarize customer service skills or any other skills or qualifications you acquired from previous employment or experience:* _____

Employment History - Please note that Resumes are welcomed but cannot be used as a substitute for the information below. List your employers starting with the most recent and explain any gaps in employment in the comments section below.

Employer: _____ Dates Employed: From _____ To _____

Location/Contact Information: _____

Position: _____ Final Hourly Rate/Salary: _____

Immediate Supervisor: _____ May we contact your supervisor for reference? Yes No

Reason for leaving: _____

Employment History - Please note that Resumes are welcomed but cannot be used as a substitute for the information below. List your employers starting with the most recent and explain any gaps in employment in the comments section below.

Employer: _____ Dates Employed: From _____ To _____

Location/Contact Information: _____

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Location/Contact Information: _____

Position: _____ Final Hourly Rate/Salary: _____

Immediate Supervisor: _____ May we contact your supervisor for reference? Yes No

Reason for leaving: _____

I hereby certify that the information contained in this application is true and correct to the best of my knowledge and agree to have any of the information verified by Urbane Cafe unless I have indicated in writing to the contrary. I authorize the references listed above as well as all other individuals whom Urbane Cafe contacts to provide Urbane Cafe any and all information concerning my previous employment and all other pertinent information they may have. Further, I release all parties and persons from any and all liability for any damages that may result from furnishing such information to Urbane Cafe. I understand that any misrepresentation, falsification, or material omission of information on this application may result in my failure to receive an offer or, if I am hired, my immediate dismissal from employment.

In consideration of my employment, I agree to conform to the rules and standards of Urbane Cafe, as amended from time to time in its discretion. I further agree that my employment is not for any specified period of time and my employment and compensation can be terminated at will.

Signature of Applicant _____ Date _____