



ZIZZO'S COFFEE APPLICATION FOR EMPLOYMENT

Dear Manager,

My name is _____ and I live at _____.

If you would like to contact me you can call me at _____ or by email at _____.

I am looking for _____ hours per week. If hired, I would be available to start on _____. I filled this application out on _____.

Honestly answer the following statements:

	NO	KINDA	YES
My 3 favorite coffee drinks taste like coffee.	0	5	10
I can definitively explain what a barista is.	0		10
I want to smile and work hard everyday.	0	5	10
I enjoy drinking coffee every day.	0		10
I am passionate about great coffee.	0		10
I will be an encouragement to my coworkers.	0	5	10
I have worked at or managed another coffee bar.	10		-5
I want to make coffee my career.	0	10	20
I want to own a coffee shop someday.	0	10	20
I want to own this shop someday.	20		40

Answer Key:

- 130 - 150** Wow! You are over the top and kinda scare us, but we like you!
- 100 - 125** What are you waiting for? Fill out the application, we've been waiting for you!
- 70-95** Fill out the application. You've got a great chance at getting called for an interview.
- 40 - 65** Buy some great coffee. Drink it black for a month. Fill out a new application.
- 20 - 35** You really don't have much chance of getting hired.
- 0 - 15** You really don't need to go much farther in filling this out. Best of luck to you.

Add your score up and your total is: / 150

Essay Question #1: IF YOU COULD TRADE PLACES WITH SOMEONE FOR A WEEK, AND LIVE THEIR LIFE, WHO WOULD IT BE, AND WHY?



PERSONAL REFERENCES

List below people, not related to you, whom you have known for at least two years.

NAME	PHONE	OCCUPATION	YEARS KNOWN

Essay Question #3: IF YOU COULD HAVE COFFEE WITH ANYBODY TODAY, WHO WOULD IT BE?

Essay Question #4: IF YOUR HOUSE WERE EDIBLE, WHAT WOULD IT BE MADE OF?



EDUCATION

HIGH SCHOOL	SCHOOL NAME	CITY, STATE	1	2	3	4	G.P.A.	STILL ATTENDING?
COLLEGE	SCHOOL NAME	CITY, STATE	1	2	3	4	G.P.A.	STILL ATTENDING?
GRADUATE	SCHOOL NAME	CITY, STATE	1	2	3	4	G.P.A.	STILL ATTENDING?



EMPLOYMENT HISTORY

Starting with your most recent job, please list your last four work experiences.

DATES OF EMPLOYMENT	EMPLOYER CITY & STATE	PHONE NUMBER	POSITION HELD	SALARY	REASON FOR LEAVING
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Essay Question #5:

IF WE HAD A POOL OF OVER 100 POTENTIAL EMPLOYEES, WHY SHOULD WE HIRE YOU OVER THE OTHER APPLICANT WITH GREAT REFERENCES AND A KILLER SMILE?



Essay Question #6:
IS THERE ANYTHING ELSE YOU WANT US TO KNOW?

AVAILABILITY

Please shade in all of the times you have classes, extra curricula, other jobs, regular commitments...

	MON	TUE	WED	THUR	FRI	SAT	SUN
5:00 A							
6:00 A							
7:00 A							
8:00 A							
9:00 A							
10:00 A							
11:00 A							
12:00 P							
1:00 P							
2:00 P							
3:00 P							
4:00 P							
5:00 P							
6:00 P							
7:00 P							
8:00 P							
9:00 P							
10:00 P							
11:00 P							

This business does not discriminate against any employee or applicant because of age, religion, sex, race, color, national origin, disability, non-job related handicap, or because they are a disabled veteran.

1. According to federal law, all individuals who are hired must, as a condition of employment, produce certain documentation to verify their identity and U.S. citizen status, or, if aliens, their legal authorization to work in the U.S. Therefore, I realize that any offer of employment would be contingent upon my ability to produce the required documentation within the time period required by law.
2. I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that any false statements, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by management.
3. I authorize management to thoroughly investigate all statements contained in my application, or resume, and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to this business without giving me any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.
4. I understand and agree that if I am hired, my employment will be 'at will' and without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of myself or the business. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the business unless made in writing.
5. I understand that filling out this form does not indicate that there is a position open and does not obligate management to hire. If hired, I agree to abide by all work rules, policies and procedures. Management retains the right to revise policies/ procedures, at any time.



APPLICANT SIGNATURE

TODAY'S DATE