

**ULTIMO**



COFFEE BAR

**APPLICATION FOR EMPLOYMENT**

**PERSONAL:**

Name (first - middle - last)	
Address (street – city – state – zip)	
Cell Phone	Alternate Phone
Email Address	

**EMPLOYMENT/AVAILABILITY:**

Employment sought <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	Date you can start:
Are you currently employed?	Other conflicts/commitments (school, job, etc):
Availability:	

If you are under 18 years of age, can you furnish a work permit?       Yes     No     N/A

Are you legally eligible for employment in the United States?       Yes     No

**EDUCATION:**

SCHOOL	NAME & LOCATION	DEGREES EARNED	
High School		Graduated? <input type="checkbox"/> Yes <input type="checkbox"/> No	
College/University		Graduated? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Other Training/Degrees			

**EMPLOYMENT HISTORY:**

Starting with the most recent, please list your last four employers, assignments, or significant volunteer activities:

Dates of Employment		Employer Name & Location	
From:	To:		
/	/		
Job Title/Position		Duties and job responsibilities:	Salary/Wage:
Immediate Supervisor	Phone:	Email:	
Reason for Leaving			

Dates of Employment		Employer Name & Location	
From:	To:		
/	/		
Job Title/Position		Duties and job responsibilities:	Salary/Wage:
Immediate Supervisor	Phone:	Email:	
Reason for Leaving			

Dates of Employment		Employer Name & Location	
From:	To:		
/	/		
Job Title/Position		Duties and job responsibilities:	Salary/Wage:
Immediate Supervisor	Phone:	Email:	
Reason for Leaving			

May we contact your present employer?       Yes     No

**REFERENCES** (please list at least two professional references):

Name/Title \_\_\_\_\_  
 Relationship \_\_\_\_\_  
 Phone (\_\_\_\_) \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_

Name/Title \_\_\_\_\_  
 Relationship \_\_\_\_\_  
 Phone (\_\_\_\_) \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_

Name/Title \_\_\_\_\_  
 Relationship \_\_\_\_\_  
 Phone (\_\_\_\_) \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_

Name/Title \_\_\_\_\_  
 Relationship \_\_\_\_\_  
 Phone (\_\_\_\_) \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_

**OTHER INFORMATION:**

Have you worked in the specialty coffee industry previously (please explain)?
What is your favorite method of brewing coffee?
List some favorite coffee shops you have found while traveling:
Why do you want to work at Ultimo Coffee?

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge, and authorize Ultimo Coffee to verify their accuracy and to obtain reference information on my work performance.

I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for immediate dismissal.

Signature of Applicant \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

*Thank you for applying!*

Ultimo Coffee is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.