



**Heine Brothers' Coffee
Application for Employment**

Heine Brothers' Coffee, an equal opportunity employer, does not make hiring decisions based on sex, age, race, color, religion, national origin, sexual orientation, ancestry, citizenship, or disability.

Date: _____

Personal Information

Name _____
First Middle Initial Last

Present Address _____
Street City State Zip Code

Telephone (____) _____ Social Security Number _____ - _____ - _____

Date of Birth ____/____/____ Email Address _____

Availability

What days / hours are you able to work? Include specific days, a.m. and p.m. availability and certain hours if necessary.

How many hours per week are you looking for? _____ Date you can start: ____/____/____
Do you prefer a certain location? _____ If so, which one? _____

Why do you want to work at Heine Brothers' Coffee?

How do you feel you could contribute to our team?

Education

Name of School last attended _____

Are you currently in school / taking classes? _____

Employment History

Please list work experience starting with your present or most recent employer

<u>Dates of Employment</u>	<u>Name, Address and Phone # of Employer</u>	<u>Name of Supervisor</u>	<u>Job Title</u>	<u>Salary</u>
From _____ To _____	_____ _____	_____	_____	Start: _____ Finish: _____

Briefly describe your job duties and work experience

Reason for leaving _____

<u>Dates of Employment</u>	<u>Name, Address and Phone # of Employer</u>	<u>Name of Supervisor</u>	<u>Job Title</u>	<u>Salary</u>
From _____ To _____	_____ _____	_____	_____	Start: _____ Finish: _____

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<u>Dates of Employment</u>	<u>Name, Address and Phone # of Employer</u>	<u>Name of Supervisor</u>	<u>Job Title</u>	<u>Salary</u>
From _____ To _____	_____ _____	_____	_____	Start: _____ Finish: _____

Briefly describe your job duties and work experience

Reason for leaving _____

Applicant's Statement

I certify that the information contained in this application is true and complete to the best of my knowledge. I understand that if employed, false statements or omissions on this application are grounds for immediate termination. I authorize the references listed above and previous employers to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liabilities for any damage that may result from furnishing the same to you. I authorize all law enforcement agencies to release all information they have concerning me, including any information concerning arrests or convictions.

If employed, I understand that my employment and compensation are at-will and can be terminated at any time, with or without cause and with or without notice, at the option of either Heine Brothers' Coffee, Inc. or myself. I understand that no manager or supervisor other than the owners has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing. Moreover, any such agreement with the owners must be in writing.

Date

Applicant's Signature