

COFFEE LAB & ROASTERS

910 NOYES STREET
EVANSTON, ILLINOIS 60201

APPLICATION FOR EMPLOYMENT

PRE-EMPLOYMENT QUESTIONNAIRE

PERSONAL INFORMATION:

NAME (FIRST, LAST): _____
FIRST LAST

EMAIL ADDRESS: _____

PHONE NUMBER: _____ ARE YOU 18 YEARS OR OLDER? YES NO
(CIRCLE ONE)

ADDRESS: _____
STREET CITY STATE ZIP CODE

ARE YOU LEGALLY ELIGIBLE FOR EMPLOYMENT IN THE UNITED STATES? YES NO
(CIRCLE ONE)

ARE YOU A STUDENT? YES NO
IF YES, CIRCLE CURRENT OR HIGHEST LEVEL: HIGH SCHOOL COLLEGE OTHER

EMPLOYMENT:

POSITION: STAFF/BARISTA DO YOU HAVE PRIOR EXPERIENCE? IF YES, HOW LONG?
YES NO
(CIRCLE ONE)

DATE YOU CAN START? DESIRED HOURS/WEEK? HOW LONG DO YOU PLAN ON WORKING AT COFFEE LAB?

AVAILABILITY: PLEASE WRITE "OPEN" IN BOXES THAT YOU HAVE AVAILABILITY

PLEASE CHECK YOUR GENERAL AVAILABILITY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
MORNING (6:30AM-10:30AM)							
NOON (10:30AM-3:30PM)							
AFTERNOON (3:30PM-7:30PM)							

COFFEE LAB & ROASTERS

910 NOYES STREET
EVANSTON, ILLINOIS 60201

BRIEF QUESTIONNAIRE:

WHY DO YOU WANT TO WORK FOR US?

WHAT DO YOU LIKE ABOUT COFFEE AND/OR TEA? WHAT IS YOUR FAVORITE DRINK AT COFFEE LAB?

WHAT DOES "GOOD CUSTOMER SERVICE" LOOK LIKE TO YOU? FEEL FREE TO SHARE A PERSONAL EXPERIENCE.

ANYTHING ELSE YOU WOULD LIKE US TO KNOW?

AUTHORIZATION:

"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 Coffee Lab & Roasters to verify their accuracy and to obtain reference information on my work performance. I hereby release Coffee Lab & Roasters from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

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 dismissal.

I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules and regulations of employment of the Employer. However, I further understand that neither the policies, rules, regulations of employment or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause."

Signature: _____

Date: _____