



Roasting Plant, Inc. Application for Employment

Roasting Plant, Inc. values diversity and strives to create and maintain a work environment that fosters and accepts diversity. It also expects that all employees and applicants be treated fairly without regards to age, race, disability, religion, color, gender, sexual orientation, national origin, and/or marital status, and affords equal opportunities to individuals with any other characteristic protected by federal, state and/or local laws.

PLEASE PRINT LEGIBLY USING BALLPOINT PEN • Please complete the application in full. Any additional documents you provide will become a part of this application.

PERSONAL INFORMATION (please print)		Date: _____
Name: _____ (First) _____ (Middle) _____ (Last)		
Social Security Number: - - -		Are you less than 18 years of age? Yes ___ No ___
Present Address: _____ (Street) _____ (City) _____ (State) _____ (Zip Code)		
Previous Address: _____ (Street) _____ (City) _____ (State) _____ (Zip Code)		
Phone Number: _____	Email Address: _____	Referred By: _____
Are you legally eligible for employment in the U.S.? Yes ___ No ___ (All new hires will be required to provide proof of eligibility)		Have you been convicted of a crime in the last ten (10) years? Yes ___ No ___ If yes, please disclose the nature, circumstances and date of the convictions(s). A conviction will not necessarily disqualify you for employment:
How did you learn about Roasting Plant?		

EMPLOYMENT INFORMATION (Work schedules are subject to change on a weekly basis based upon the needs of our business)							
Position:	Part-time ___ Full-time ___		Location:	Desired Pay (per hr):	Available Start Date:		
SPECIFY HOURS AVAILABLE FOR EACH DAY OF THE WEEK	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Have you ever worked for Roasting Plant? If yes, when? Which store? What position?							

EDUCATION			
	Name and Address of School	Did you graduate?	Subjects Studied and Degrees Received
High School		Yes No	
College		Yes No	
Post College		Yes No	
Trade, Business, or Correspondence School		Yes No	

Please list any other experiences, skills and qualifications relevant to the position applied for at Roasting Plant:

In 50 words or less, please describe your interest in, and experience with coffee that will help you contribute to Roasting Plant:

EMPLOYMENT HISTORY (Please list your current & last three employers, starting with most recent one first. Complete all sections below even if you attach a resume.)				
From:	Current Employer (name/address):	Salary/Hourly	Position:	Reason for Leaving:
To:		Starting _____		
		Ending _____ Avg. hrs/week _____		
Job Duties:				
Supervisor's Name:		Phone Number:		May We Contact? Y N
From:	Previous Employer (name/address):	S Salary/Hourly	Position:	Reason for Leaving:
To:		Starting _____		
		Ending _____ Avg. hrs/week _____		
Job Duties:				
Supervisor's Name:		Phone Number:		May We Contact? Y N
From:	Previous Employer (name/address):	Salary/Hourly	Position:	Reason for Leaving:
To:		Starting _____		
		Ending _____ Avg. hrs/week _____		
Job Duties:				
Supervisor's Name:		Phone Number:		May We Contact? Y N
From:	Previous Employer (name/address):	Salary/Hourly	Position:	Reason for Leaving:
To:		Starting _____		
		Ending _____ Avg. hrs/week _____		
Job Duties:				
Supervisor's Name:		Phone Number:		May We Contact? Y N

REFERENCES (Please provide the names of one personal and two professional references, whom you've known at least one year.)			
Name	Address & Phone Number	Company Name	Relationship/How Long?

NOTIFICATION AND AGREEMENT	
PLEASE READ COMPLETELY BEFORE SIGNING	
<p>Questions regarding this application should be directed to the appropriate company official before you sign below. Your application will be given careful consideration. However, our receipt of your application and supporting documentation does not imply that you will be contacted, and/or offered employment. Neither this application, nor any other document can constitute an agreement or contract of employment for any specified period or definite duration, or in any way limit the at will nature of your employment.</p>	
STATEMENT	
<p>I CERTIFY THAT ALL ANSWERS GIVEN BY ME ARE TRUE, ACCURATE AND COMPLETE. I UNDERSTAND THAT FALSIFICATION, MISREPRESENTATION AND/OR OMISSION OF FACTS REQUESTED ON THIS APPLICATION, AND/OR IN OR ON ANY OTHER RELATED DOCUMENT(S) PROVIDED BY ME, WILL BE CAUSE FOR DENIAL OF EMPLOYMENT, OR, IMMEDIATE TERMINATION OF EMPLOYMENT, REGARDLESS OF WHEN ANY DISCREPANCY IS DISCOVERED.</p>	
<p>I authorize the investigation of all statements and information contained in this application. I release from all liability anyone supplying such information including my past employers. I also release Roasting Plant from all liability that might result from making such an investigation. If hired, I agree to abide by all of Roasting Plant's rules and regulations, and I understand that, if employed, my employment may be terminated with or without cause, and with or without notice, at any time, at the option of either Roasting Plant or me. I further understand that no representation, whether oral or written by any representative or agent of Roasting Plant, at any time, can constitute a contract of employment. I understand that Roasting Plant and any of its benefits plan administrators shall have the maximum discretion permitted by law to administer, interpret, modify, discontinue, enhance and/or otherwise change policies, procedures, benefits and/or other terms or conditions of employment at any time. No representative or agent of Roasting Plant has the authority to enter into any agreement for employment for any specified period of time or to make any change in any policy, procedure, benefit or other term or condition of employment or to make any agreement contrary to the foregoing, other than in a document signed by the President, and/or the Chief Human Resources Officer.</p>	
<p>I acknowledge that I have read and understand the statements above and I hereby grant permission for Roasting Plant to confirm the information provided by me on, and with, this application including my resume (if provided) and references.</p>	
APPLICANT SIGNATURE _____	DATE _____