



COMMON GROUNDS ESPRESSO



LLC

630 E Tudor Rd.

6030 Old Seward Hwy.

Personal

Last Name	First	Initial	Social Security #
Other Name(s) Used			Home Telephone # ()
Address			Cell or Message # ()
Position Applied For	Referred By		Salary Desired
Are you at least 18 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No		If under 18, do you have a work permit? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Education

Circle Highest Grade Completed:

High School	9	10	11	12
College, Trade or Business	1	2	3	4
Graduate Studies	_____			

School	Address	Major Studies	Degree, Diploma, License or Certificate
High School			
College/University			
Vocational, Business, Other			
List Any Professional Designations			
Other Special Knowledge, Skills, Training or Qualifications			

EMPLOYMENT HISTORY

List three most recent employments, starting with the most recent position.
All information must be completed. You may attach a resume, but not in
place of completing the required information.

Employed From <i>MM/YY</i>	Employer Name	Supervisor Name	Starting Salary
Employed Until <i>MM/YY</i>	Employer Address or Location	Supervisor Phone #	Ending Salary
Job Title		Reason for Leaving	
Duties & Responsibilities			

Employed From <i>MM/YY</i>	Employer Name	Supervisor Name	Starting Salary
Employed Until <i>MM/YY</i>	Employer Address or Location	Supervisor Phone #	Ending Salary
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Duties & Responsibilities			

Employed From <i>MM/YY</i>	Employer Name	Supervisor Name	Starting Salary
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Job Title		Reason for Leaving	
Duties & Responsibilities			

General

- | Yes | No | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | May we contact your current employer for references? |
| <input type="checkbox"/> | <input type="checkbox"/> | Will you have reliable transportation to and from work? |
| <input type="checkbox"/> | <input type="checkbox"/> | If hired, will your vehicle be able to be on location for entire shift? |
| <input type="checkbox"/> | <input type="checkbox"/> | Do you have a current Alaska issued health certificate or license? |
| <input type="checkbox"/> | <input type="checkbox"/> | If not, will you be able to attain within three days of hire? |
| <input type="checkbox"/> | <input type="checkbox"/> | If hired, will you be available to work overtime and/or cover additional shifts that may need filled due to co-workers being out sick or on vacation or being open for a holiday; at any of our locations within the Anchorage area. |
| <input type="checkbox"/> | <input type="checkbox"/> | Will you be able to perform the essential job functions for the position you are applying for? <i>For example but not limited to:</i> Take orders from and serve multiple customers, maintain consistent product preparation, positive customer service at all times, a clean work environment, shift close out and cleaning duties completed for every shift, recognize, and abide by, all local health department regulations. |
| <input type="checkbox"/> | <input type="checkbox"/> | Have you ever been convicted of any crime, (excluding convictions for marijuana related offenses for personal use, convictions that have been sealed, expunged or legally eradicated, or misdemeanors for which probation was completed and the case was dismissed by court?) (Note: A Yes response does not automatically disqualify your application.) If yes, please explain. |
| <input type="checkbox"/> | <input type="checkbox"/> | Are you currently out on bail or released on your own recognizance pending trial? If yes, explain. |

References

Please provide three **work** related references.

Name	Phone and/or e-mail	Relationship
1	_____	_____
2	_____	_____
3	_____	_____

EMPLOYMENT APPLICATION

This business is an equal opportunity/affirmative action employer. All qualified applicants will be considered without regard to age, race, color, sex, religion, nation origin, marital status, ancestry, citizenship, veteran status, sexual orientation or preference, or physical or mental disability.

Certification & Authorization

The above information is true and correct. I understand that the hiring process will be terminated, or in the event of my employment by the Company, I shall be subject to dismissal, if any information that I have given in this application, the background release form, in any resume or interview or any part of the hiring process is false or misleading or if I have failed to give any information herein requested, or if I have withheld relevant information, regardless of the time elapsed after discovery.

I authorize the Company to inquire into my educational, professional and past employment history references as needed to research my qualifications for this position. I hereby give my consent to any former employer to provide employment-related information about me to the Company and will hold the Company and my former employer harmless from any claim made on the basis that such information about me was provided or that any employment decision was made on the basis of such information.

I understand that **nothing** in this employment application, the granting of an interview or my subsequent employment with the Company is intended to create an employment contract between myself and the Company under which my employment could be terminated only for cause. On the contrary I understand and agree that, if hired; my employment will be terminable at will and may be terminated by me or the Company at any time and for any reason. I understand that no person has any authority to enter into any agreement contrary to the foregoing.

If employed, I will be required to provide original documents which verify my identity and right to work in the United States under the Immigration Reform and Control Act (IRCA) of 1986. The document(s) provided (SSN & ADL) will be used for completion of Form I-9.

Common Grounds Espresso llc is under 24 hour video surveillance. Indoor and outdoor camera surveillance is for everyone's protection and to prevent theft. If needed the camera footage will be used as evidence to arrest and prosecute to the fullest extent of the law.

I hereby acknowledge that I have read and agree to the above statements.

Sign _____ Date _____