



JOB APPLICATION

black letter
coffee + cafe

Haskin Enterprises LLC
4350 Gulf Shore Blvd N Unit 506 Naples, FL. 34103
(239) 280-0438 - www.blacklettercoffeecafe.com - brian@blacklettercoffeecafe.com

Thank you for taking an interest in becoming a team member at Black Letter Coffee Cafe!
We are an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Should an applicant need reasonable accommodation in the application process, he or she should contact a company representative.

Please fill out all of the sections below:

Full Name: _____	Date: _____
Address: _____	Telephone: () _____
City, State, & Zip: _____	Email: _____

How did you hear about this position? _____

Days/hours available to work							
<input type="checkbox"/> I have no preference.	<input type="checkbox"/> Mon.	<input type="checkbox"/> Tues.	<input type="checkbox"/> Wed.	<input type="checkbox"/> Thurs.	<input type="checkbox"/> Fri.	<input type="checkbox"/> Sat.	<input type="checkbox"/> Sun.
I am seeking a:		<input type="checkbox"/> Full-time job		<input type="checkbox"/> Part-time job		<input type="checkbox"/> Full- or Part-time	
How many hours can you work weekly?				Can you work nights?		Date available to begin	

- On what date can you start working if hired? _____
- Do you have reliable transportation to and from work? **YES or NO**
- Salary desired: _____
- Have you ever applied to or worked for Black Letter Coffee + Cafe or Le Petit before?
YES or NO
- If yes, when? _____

- Do you have any friends, relatives, or acquaintances working for Black Letter Coffee + Cafe or Le Petit? **YES or NO**
- Are you 18 years of age or older? **YES or NO**
- Are you a U.S. citizen or approved to work in the United States? **YES or NO**
- What document can you provide as proof of citizenship or legal status? _____

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- Will you consent to a mandatory controlled substance test? **YES or NO**
 - Have you ever been convicted of a criminal offense (felony or misdemeanor)? **YES or NO**
 - If yes, please state the nature of the crime(s), when and where convicted and disposition of the case: _____

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)

Job Skills/Qualifications:

Please list below the skills and qualifications you possess for the position for which you are applying: _____

Education and Training:

High School	Location	Year Graduated	Degree Earned
College/University	Location	Year Graduated	Degree Earned
Vocational School/ Specialized Training	Location	Year Graduated	Degree Earned

Military:

- Are you a member of the Armed Services? **YES or NO**
(if yes answer the following questions)
 - What branch of the military did you enlist? _____
 - What was your military rank when discharged? _____
 - How many years did you serve in the military? _____
 - What military skills do you possess that would be an asset for this position?

References:

Please provide 2 personal and 2 professional references below.

Name:	Contact Information: (phone, email, address, etc)

Previous Employment:

Employer:	
Address:	
Job Title:	
Supervisors Name:	
Telephone:	
Dates Employed:	
Reason For Leaving:	
Employer:	
Address:	
Job Title:	
Supervisors Name:	
Telephone:	
Dates Employed:	
Reason For Leaving:	
Employer:	
Address:	
Job Title:	
Supervisors Name:	
Telephone:	
Dates Employed:	
Reason For Leaving:	

Applicant Signature: _____ **Date:** _____