

EMPLOYMENT APPLICATION

Date: _____ Position applied for: _____

List days and times you are available for work: _____

Last Name	First Name	Middle Name
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Address _____

_____ Cell Phone Number _____

Home Phone Number _____

Are you at least 16 years of age? _____

If no; can you furnish a work permit? _____

Are you 18 years of age or older? _____

Are you eligible for employment in the United States? _____

List any special skills, such as language fluency, typing, bookkeeping, computer literacy, office machines, etc.

Education

School	Name and Location	Dates attended	Graduated?	Degree/Major
High School				
Trade School				
College				
Graduate Work				
Other				

Employment History

Firm Name	Start date	Date left	Starting position
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Firm Address	Starting salary	Final salary	Last position
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City, State, Zip	Reason for leaving
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Name of Supervisor, Title and Phone number

List major job duties

Firm Name	Start date	Date left	Starting position
Firm Address	Starting salary	Final salary	Last position
City, State, Zip	Reason for leaving		

Name of Supervisor, Title and Phone number

List major job duties

Firm Name	Start date	Date left	Starting position
Firm Address	Starting salary	Final salary	Last position
City, State, Zip	Reason for leaving		

Name of Supervisor, Title and Phone number

List major job duties

I authorize schools and prior employers to provide information they have concerning me to Buzz Café Inc., and I hereby hold harmless Buzz Café Inc. and all those providing information from any liability that may arise out of or resulting from the provision or use of such information. I understand that neither this application nor any other Buzz Café Inc. document constitutes a contract of employment and that any employment relationship is established “at will” and may be terminated at any time by me or Buzz Café Inc.

I certify that any information provided on this application (and any resume submitted) is true and complete. I understand that any false or misleading representations or omissions may result in denial of employment or immediate discharge.

Signature

Date