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# Application for Employment: **Village Bakery & Café** Athens Ohio villagebakery@dellazona.com

We are an Equal Opportunity Employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, gender, religion, national origin, the presence of mental, physical or sensory disability, sexual orientation, or any other basis prohibited by federal or state law.

Position (s) applying for:

Name (Last, First, Middle):

Name you wish to be called at work, if different from legal first name as above:

Pronouns:

Today’s date:

Are you less than 18 years of age? Yes No

Present address (Street, City, State, Zip Code):

Permanent address if different from above (Street, City, State, Zip Code):

Phone number(s):

Email address:

Are you eligible for employment in the United States? Yes No

(Proof of US citizenship or immigration status will be required)

**PREVIOUS EMPLOYERS**—list below your current and previous employers, starting with the MOST RECENT one first. Please include any non-paid/volunteer experience that is related to the job for which you are applying. Please complete even if you attach a resume.

**Job #1: Employer name, address, and type of business:**

Starting wage: Ending wage: reason for leaving:

Dates of employment:

Position(s): Duties performed:

Supervisor name: Supervisor’s position/title:

Supervisor phone #: -may we contact them? Yes No

**Job #2: Employer name, address, and type of business:**

Starting wage: Ending wage: reason for leaving:

Dates of employment:

Position(s): Duties performed:

Supervisor name: Supervisor’s position/title:

Supervisor phone #: -may we contact them? Yes No

**Job #3: Employer name, address, and type of business:** p. 2 of 4

Starting wage: Ending wage: reason for leaving:

Dates of employment:

Position(s): Duties performed:

Supervisor name: Supervisor’s position/title:

Supervisor phone #: -may we contact them? Yes No

**Job #4: Employer name, address, and type of business:**

Starting wage: Ending wage: reason for leaving:

Dates of employment:

Position: Duties performed:

Supervisor name supervisor’s position or title

Supervisor phone number may we contact him or her? Yes No

**REFERENCES** Please provide names/contact info for **FOUR** professional references you have known at least 1 year.

NAME PHONE # BUSINESS years known relationship (boss, coworker, teacher..)

1.

2.

3.

4.

**Number of hours of work per week desired:**  **Date you can start:**

Check the days you’re **AVAILABLE**: Specify hours available each day:

SUNDAY from: to:

MONDAY from: to:

TUESDAY from: to:

WEDNESDAY from: to:

THURSDAY from: to:

FRIDAY from: to:

SATURDAY from: to:

Map out your **IDEAL** schedule. When do you want to work? p. 3 of 4

SUNDAY from: to:

MONDAY from: to:

TUESDAY from: to:

WEDNESDAY from: to:

THURSDAY from: to:

FRIDAY from: to:

SATURDAY from: to:

***A few more questions about you…***

How long have you lived in Athens? What brings you here?

What are some of your favorite places to eat in Athens? Why?

List any skills relevant to the position applying for:

Why would you like to work with us?

EDUCATION: Name & address of school / Circle last year completed / Did you graduate? / Subjects/degrees

High 1 2 3 4 yes no \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

College 1 2 3 4 yes no \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Post college 1 2 3 4 yes no \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Trade school/other 1 2 3 4 yes no \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Pre-interview questions** (We would love to hear more during your interview, but you can give us some hints here!)

1. What do you like to do in your spare time?
2. If you could choose to do anything you like and be paid to do it, what would it be?
3. What motivates you in a work environment?
4. What frustrates you in a work environment?
5. Do you have reliable transportation?
6. How long do you plan to stay in Athens?
7. What is your food philosophy?
8. How often did you miss a shift at your last job? What happened?

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1. How many times per year do you take time from work due to illness, travel, rest, or other personal reasons?

Do you have any vacations or time away from work planned for the coming year? Please be specific:

1. What do you feel strongly about?

Please attach resume to this application if you have one, and feel free to use the rest of this page to add anything you feel would help us get a picture of what you would bring to our work environment.

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Thank you for taking the time to complete this application form. Your personal information will be kept confidential. We will contact you by text, phone, or email if we’d like to set up an interview, and current applications are kept on file for 6 months. If your contact or employment information changes, please let us know. Our mailing address is: 268 E. State Street, Athens, OH 45701.