



Employment Application

Position applying for: _____

EMPLOYEE INFORMATION

Name: _____

Last

First

Middle

Telephone: _____ Email: _____

Yes

No

Address: _____

Are you able to perform the essential functions of the position with or without accommodations?

Yes No

Are you older than 14 years old? _____

Are you legally eligible for employment in the U.S.?

Yes No

Do you have a current OK Driver's License?

Yes

No

Do you have a current Food Handler's Permit issued by Tulsa Health Department?

Have you ever been convicted of a crime of any kind? _____

If yes, explain: _____

Specify the hours you are available to work each day:

Sun	Mon	Tues	Wed	Thurs	Fri	Sat

EMPLOYMENT HISTORY

List most recent employment first. Include summer or temporary jobs. Be sure all your experience or employers related to this job are listed here, in the summary following this section or on an extra sheet of paper if necessary. No more than 10 years history recommended.

Employer name and address:	Position title/duties, skills:	Start date:	End date:
		Reason for leaving:	
Pay: \$	Supervisor:	Telephone:	
Per:			
Employer name and address:	Position title/duties, skills:	Start date:	End date:
		Reason for leaving:	
Pay: \$	Supervisor:	Telephone:	
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Per:			
Employer name and address:	Position title/duties, skills:	Start date:	End date:
		Reason for leaving:	
Pay: \$	Supervisor:	Telephone:	
Per:			

Summarize other employment related to this job:

EDUCATION

	Institution name	Years completed	Field of study	Graduate or degree
High school				
College/university				
Business/technical				
Additional				

MILITARY

Are you a veteran? Yes No

Duty/specialized training: _____

SKILLS & QUALIFICATIONS

Other qualifications such as special skills, abilities or honors that should be considered:

Types of equipment you are qualified to operate or repair:

Professional licenses, certifications or registrations:

Additional skills, including supervision skills, other languages or information regarding the career/occupation you wish to bring to the employer's attention:

REFERENCES

List two personal references who are not relatives or former supervisors.

Name	Address	Telephone	Occupation	Years known

CONTACT

In case of accident or illness, please contact: Name: _____ Daytime phone: _____

Address: _____ Relationship: _____

INFORMATION TO THE APPLICANT

As part of our procedure for processing your employment application, your personal and employment references may be checked. A criminal background check may be performed. If you have misrepresented or omitted any facts on this application, and are subsequently hired, you may be discharged from your job. You may make a written request for information derived from the checking of your references. You may be required to pass a drug test or to sign a conflict of interest agreement and abide by its terms.

I understand and agree to the information shown above.

Signature of Applicant

Date

Equal Employment Opportunity: The Traveling Bean Coffee Company, LLC is an equal opportunity employer.