

CROSSROADS BAKE SHOP

812 N. Easton Rd., Doylestown, PA 18902 215.348-0828

General Application for Retail or Kitchen Help

Name: _____ **Today's Date:** _____
Address: _____
Message Phone: _____ Are you 18 or older? _____

What job are you applying for? _____ Are you applying for full-time or part-time work? _____

How many hours of work per week are you looking for? _____

Weekend work is "standard" in the bakery business. Do you prefer Sat. or Sun.? _____

Are there any holidays you are not able to work? _____

What times and days are you available? Please be specific, as some shifts are short and can fit in between other activities or commitments that you have. We are closed on Mondays.

Tuesday _____ Friday _____

Wednesday _____ Saturday _____

Thursday _____ Sunday _____

Education Record

High School: _____ Dates attended: _____

College/University: _____ Dates attended: _____

Degrees or Diplomas _____ Military Service? _____

Trade or Technical training _____ Dates attended: _____

Employment History begin with most recent employer. You may attach a resume also.

1. Employer _____ Dates employed _____

Address _____

Title/duties _____ Manager's name _____

beginning salary / ending salary _____ Why did you leave? _____

2. Employer _____ Dates employed _____

Address _____

Title/duties _____ Manager's name _____

beginning salary / ending salary _____ Why did you leave? _____

Employment History Continued: Please attach a list any other jobs that have been a positive experience for you.

Which of your jobs did you like best? _____

What did you like most about this job? _____

Are you employed now? _____ If so, may we inquire of your present employer? _____

What salary do you desire for this position? _____

References: Give names of 3 persons who know you well, and may be familiar with the quality of your work. Please give name, phone #, nature of acquaintance and number of years acquainted.

1. _____

2. _____

3. _____

Personal Data:

Have you been convicted of a crime (other than traffic violations) or been imprisoned in the last 7 years? A conviction will not necessarily bar you from employment. no ___ yes ___ If yes, please explain on separate paper.

How did you hear about this bakery, and about this position? _____

Do you have any specific interests in food? (cooking, favorite restaurants etc...) _____

What interests you most in working for this bakery? _____

What personal interests do you have that you pursue in your spare time? _____

How long of a commitment can you make to work for this bakery? circle one 3-6 months 6-12 months 1 1/2 years more

Can you work extended hours occasionally, and definitely during holidays? _____

Are you willing or able to switch shifts with other people when they are sick or on vacation? _____

Washing dishes, sweeping, sometimes mopping and moderately heavy lifting are a normal part of the work day. Is there any reason that you cannot do any of these things? _____

Please rate yourself on a scale of 1-5 on the following work traits. (1, lowest rating 5, highest rating)

neatness ___; punctuality ___ artistic flair ___; speed/efficiency ___; ability to work with others ___;

sense of humor ___; sense of responsibility ___; ability to learn ___; adaptability (ability to forget what

you learned, so that you can learn it a new way) ___; desire to solve problems ___; organization ___;

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal. I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, and release all parties from liability for any damage that may result from furnishing same to you.

signature of applicant _____

Date _____