



**Position: Line Cook / Barista / Cashier**

**Shifts: Full time/Part time, seasonal**

**Desired skills and abilities:**

- Common sense, initiative and motivation
- Computer skills a must, will be trained on our programs
- Basic knowledge of Microsoft Office
- Understand the importance of customer service and have exceptional customer service skills
- Ability to be productive working alone
- Ability to observe and identify potential problems regarding safety, security and maintenance
- Ability to make decisions and take proper action when problems are identified
- Willingness to learn new skills
- Food Handlers Card will be required, can be scheduled

**Responsibilities include,** but not limited to:

- Set up stations and collect all necessary supplies to prepare menu for service
- Prepare a variety of foods; meat, seafood, poultry, vegetable, and cold food items
- Serve menu items compliant with established standards
- Opening or closing the kitchen correctly and following the opening or closing checklist for kitchen stations
- Keep the work area fresh all through the shift
- Make sure all storage areas are tidy and all products are stored appropriately
- Constantly use safe and hygienic food handling practices
- Assist with all duties as assigned by Kitchen Manager
- Point of sale transactions
- Preparing espresso
- Such skills include being able to utilize a wide range of kitchen tools and utensils.

In addition to his or her food preparation duties, may also be responsible for completing a large number of smaller tasks. Such tasks could include ensuring that leftover food is stored properly, performing kitchen maintenance tasks such as emptying the trash and washing dishes, and testing the temperature of food at specified intervals.



## Employment Application

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Date Available	Social Security No.	Desired Salary	
Position Applied for			
Are you a citizen of the United States?    YES <input type="checkbox"/> NO <input type="checkbox"/> If no, are you authorized to work in the U.S.?    YES <input type="checkbox"/> NO <input type="checkbox"/>			
Have you ever worked for this company?    YES <input type="checkbox"/> NO <input type="checkbox"/> If so, when?			
Have you ever been convicted of a felony?    YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, explain			

EDUCATION			
High School		Address	
From	To	Did you graduate?    YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College		Address	
From	To	Did you graduate?    YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate?    YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

REFERENCES	
<i>Please list three professional references.</i>	
Full Name	Relationship
Company	Phone (    )
Address	
Full Name	Relationship
Company	Phone (    )
Address	
Full Name	Relationship
Company	Phone (    )
Address	

<b>PREVIOUS EMPLOYMENT</b>			
Company		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

<b>MILITARY SERVICE</b>	
Branch	From To
Rank at Discharge	Type of Discharge
If other than honorable, explain	

<b>DISCLAIMER AND SIGNATURE</b>	
I certify that my answers are true and complete to the best of my knowledge.	
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.	
Signature	Date