

# TOUT DE SWEET

MACARONS ET PÂTISSERIES

## EMPLOYMENT APPLICATION

Please be honest and answer all the questions, blanks may have your application rejected

### BASIC INFORMATION

Last Name:

First Name:

Street Address:

City, State, Zip:

Home Phone:

Cell Phone:

Email Address:

Are you over 18 years old:

If not, how old are you?

Emergency Contact:

Relationship, Name, and Number

How did you find out about this job opportunity?

Which position are you applying for?

### WORK HISTORY

Please attach your resume

### EDUCATION

High School:

Graduate:

Year:

College/Trade School:

Graduate:

Year:

Other:

### REFERENCES

Please provide the names of 3 previous employers that you have worked for:

COMPANY NAME	CITY, STATE	SUPERVISOR NAME   PHONE	POSITION	YEARS

Do you allow Tout De Sweet to contact your current/previous employer?

Are you currently working?

Are you authorized to work in the US?

Are you able to perform the specific duties of the position?

What is/was your actual pay rate?

Why do you think you might want to work with us?

Do you have any previous retail, barista or foodservice experience/pastry?

What are your hobbies, or what do you like to do in your spare time?

How you became interested in the baking/coffee industry?

What are your long time career goals?

At this job, constant cleaning is required. Is this something that you will mind doing?

We require that you maintain a positive mental attitude with staff and customers whenever you are at work. Do you feel that you would be able to do this?

Describe any special skills or training that you think might be useful at Tout De Sweet:

Have you ever been disciplined for your behavior at work?

Have you ever been convicted of fraud, theft or any other illegal activities?

Is there any other information about you that you feel we should know?

## POSITION/AVAILABILITY

If hired, when could you start?

About how many hours a week are you looking to work?

Do you have a dependable way to get to work on time      Yes      No

Can you work weekends:      Yes      No

Can you work on holidays:      Yes      No

What days are you **available to work:** (circle)

**TUE WED THU FRI SAT SUN**

Hours: \_\_\_\_\_

Please Answer Honestly;

Do you have any special schedule considerations that we should know about?

Do you anticipate that your available hours might change in the next 3-6 months?

New school semester, traveling, etc.? If so, how?

When can you definitely NOT work?

**THANK YOU FOR TAKING THE TIME TO COMPLETE THIS APPLICATION.  
WE LOOK FORWARD TO HAVING YOU WORK WITH US SOME DAY!**

### **THE LEGAL STUFF**

1. According to federal law, all individuals who are hired must, as a condition of employment, produce certain documentation to verify their identity and U.S. citizen status, or, if aliens, their legal authorization to work in the U.S. Therefore, I realize that any offer of employment would be contingent upon my ability to produce the required documentation within the time period required by law.
2. I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that any false statements, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by Tout De Sweet.
3. I authorize this company to thoroughly investigate all statements contained in my application, or resume, and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to this company without giving me any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.
4. I understand and agree that if I am hired, my employment will be 'at will' and without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of myself or employer. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon this company unless made in writing.
5. I understand that filling out this form does not indicate that there is a position open and does not obligate this company to hire. If hired, I agree to abide by these companies' work rules, policies and procedures and they retain the right to revise policies or procedures, in whole or part, at any time.

**SIGNATURE:**

**DATE:**