

Employment Application



Thank you for your interest in becoming a part of Cups an Espresso Café. We are a local roastery and neighborhood coffeehouse where great customer service and coffee come together.

It is our coffee that attracts customers, but brilliant customer service is what keeps them coming back. Our people have a drive and a passion to serve the people in their community through great coffee. We love to make a customer's day brighter with a smile and a beautiful, tasty drink.

We want people who love coffee and people. Great baristas are creative, attentive to detail, positive, and hardworking. If this describes you, whether you have coffee experience or not, you can learn to be a great barista. We train all our baristas in coffee, espresso, drink mixing, service, and café care. It is a job that requires continual learning and skill development, so we only hire people who are seriously excited about coffee.

We thank you again for your interest. We hope that you have “that certain something” to become a part of Cups.

Name (Last Name, First Name)		Date:	
Address		City	State Zip
Phone Number (Home)	Phone Number (Cell)	Do you have reliable transportation?	
		Yes	No

Please circle when you are available.

morning Sun Mon Tues Wed Thur Fri Sat
afternoon Sun Mon Tues Wed Thur Fri Sat
night Sun Mon Tues Wed Thur Fri Sat

Every location has specific hiring needs concerning availability. Please check with the location you are applying for to see what positions they are currently looking for.

Are you currently working? Yes No	If so, may we inquire of your present employer? Yes Employers Name: No Phone Number: If no, please explain:
Which Cups location(s) are you applying for?	

Educational History			
Dates	School	Area of Study	Did you graduate?

Work History: list each job separately

Dates Worked	Name, Phone & Address of Employer	Position	Wage/ Salary
From: To:			
From: To:			
From: To:			
From: To:			
From: To:			

Professional References: Please list 3 people you have worked with/under in the past 5 years.

Name	Phone Number	Position	Company

Why do you want to work at Cups?

What is your favorite coffee or tea drink? Why?

Do you have barista, service, or retail experience? Tell us about it: what did you like, what did you hate, and why did you leave?

What was your favorite job? Why.

What are your hobbies?

What are some of your strengths?

What do you consider your weaknesses?

Tell us one of your life goals.

How long do you plan to live in the Jackson area?

Criminal Background
Have you ever been convicted of a felony?
If yes, please explain:
May we run a background check?

Authorization

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 and employers listed above may give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the company from all liability for any damage that may result from utilization of such information.

I also understand and agree that no representative of the company has any authority to enter into an agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized company representative.

Date _____

Signature _____

Cups an Espresso Café prohibits any form of harassment or discrimination of race, orientation, religion, age, sex, national origin, disability, or any other characteristics protected under federal, state or local law.

For Cups Personnel Use Only

Phone interview notes

Date _____ By _____

1st Interview notes

Date _____ By _____

2nd Interview notes

Date _____ By _____