

PORT JAVA HAGERSTOWN LLC d/b/a Rooster Moon Coffeehouse

APPLICATION FOR EMPLOYMENT

1551 Potomac Avenue, Hagerstown MD 21742 301-790-5040

Full legal name			Today's date
Street Address			City
State	Zip	Phone #	Cell phone #
Under 18?	Under 16?	email address	

Note: Maryland requires a work permit for all employees under 18. Restrictions on hours also apply.

Position applying for:	Full-time or part-time?	Expected wage:
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Rooster Moon Coffeehouse is open 7 days a week. Weekend, holiday, early morning and evening hours are expected.

Date available for work:	Referred by?
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Please indicate the hours you are available to work between 4:30 AM and 11 PM:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

How many hours per week would you prefer to work?

Have you ever been convicted of a crime other than a traffic violation? YES NO If yes, give all dates and the reasons for conviction.

Have you ever been bonded? YES NO Have you always given 2 weeks notice when you left a job? YES NO

Why would you like to be employed at Rooster Moon Coffeehouse?

What do you think is the most important attribute of a Rooster Moon Coffeehouse employee?

What is the difference between a cappuccino and a latte?

Right in the middle of the morning rush, with a line of customers out the door, a customer drops a mocha right on the condiment bar. It's just you and one other Barista. What do you do?

You have just prepared a drink for a customer who takes a sip, makes a face, and says "it's terrible". What do you do?

All Rooster Moon Coffeehouse employees are trained as Baristas, and must be able to perform all of the duties included in the Barista Job Description. The duties include, but are not limited to: Customer service & satisfaction, Food & drink preparation, Store cleaning & sanitation, Stocking, Money handling & reports, & teamwork. Are you able to perform all of the duties of a Barista? YES NO Baristas complete a comprehensive training program and must pass the Barista exam to be employed.

Rooster Moon Coffeehouse prides itself on the professional appearance of its employees, and has strict uniform & appearance standards, which are available for your review. Are you willing to adhere to our uniform & appearance standards at all times when working? YES NO.

Rooster Moon Coffeehouse has a Substance Abuse Policy to ensure that our work environment is free from the presence of illegal drugs and alcohol. Our employees must be capable of performing their tasks safely & efficiently, and may not be under the influence of any drug or alcohol. We reserve the right to require drug and/or alcohol screening to enforce this policy.

Rooster Moon Coffeehouse utilizes video surveillance equipment to monitor café operations.

College or trade school attended

School attended & location	Course of study	Graduated?	GPA

List any special accomplishments or awards:

PERSONAL REFERENCES

Name and telephone number of three references who are not related to you and who are not previous supervisors.

Name	occupation	relationship to you	telephone #	years known

APPLICANT STATEMENT

I certify that all information I have provided in order to apply for and secure employment with Port Java Hagerstown LLC is true, complete, and correct.

I expressly authorize, without reservation, Port Java Hagerstown LLC, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process, and all other persons, corporations or organizations for furnishing such information about me.

I understand that Port Java Hagerstown LLC does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

If I am hired, I understand that I will be an "employee at will", which means that I am free to resign at any time, with or without cause and with or without prior notice, and Port City Java LLC reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's President.

I understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 form in this regard.

"UNDER MARYLAND LAW, AN EMPLOYER MAY NOT REQUIRE OR DEMAND, AS A CONDITION OF EMPLOYMENT, PROSPECTIVE EMPLOYMENT, OR CONTINUED EMPLOYMENT, THAT AN INDIVIDUAL SUBMIT TO OR TAKE A LIE DETECTOR OR SIMILAR TEST. AN EMPLOYER WHO VIOLATES THIS LAW IS GUILTY OF A MISDEMEANOR AND SUBJECT TO A FINE NOT EXCEEDING \$100."

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (1) eliminate me from further consideration for employment, or (2) may result in my immediate discharge from the employer's service, whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT!

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant

Date