



APPLICATION FOR EMPLOYMENT

www.holychildhood.org

Special Touch Bakery promotes a smoke-free, drug-free workplace. Employees may be required to participate in drug and alcohol testing during the pre-employment process.

Special Touch Bakery is an equal opportunity employer and does not discriminate because of race, creed, color, national origin, religion, age, sex, handicap, disability, marital status or any other category protected by applicable federal, state, or local laws.

Please fill out **All** applicable fields.

Position applying for: _____ **Date:** _____

Personal Information

*First Name: _____

*Last Name: _____

*Address: _____

*City: _____

*State: _____ *Zip: _____

*Email: _____

*Telephone Number: _____

*Do you have any relatives or friends who currently work at Special Touch Bakery or Holy Childhood?
 Yes No If yes, who? _____

Salary Requirements: _____ Available for work (check all that apply):
 FullTime PartTime

How did you hear of our organization? Facebook Internet Posting Website Other _____

Are you a previous employee of Special Touch Bakery or Holy Childhood? Yes No

If yes, please give position held: _____

If yes, please give dates: _____

Education

*Highest level of education completed: _____ *G.E.D. N/A Yes No

Schools attended, name & location:

High School: _____ Did you Graduate? N/A Yes No

College: _____ Did you Graduate? N/A Yes No

Other (Grad School, Military, Tech., Business, etc): _____ Did you Graduate? N/A Yes No



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What additional training or experience do you have that is pertinent to this application for employment?

Work History

Please list your last three (3) places of employment. Start with your present or most recent job.

Employer #1: _____ Dates Worked: From _____ To: _____
Address: _____ Telephone: _____
Position: _____ Duties: _____
Supervisor Name: _____ Supervisor Phone: _____
Payrate: _____
Reason(s) for leaving : _____
Contact this employer for work history? Yes No

Employer #2: _____ Dates Worked: From _____ To: _____
Address: _____ Telephone: _____
Position: _____ Duties: _____
Supervisor Name: _____ Supervisor Phone: _____
Payrate: _____
Reason(s) for leaving : _____
Contact this employer for work history? Yes No

Employer #3: _____ Dates Worked: From _____ To: _____
Address: _____ Telephone: _____
Position: _____ Duties: _____
Supervisor Name: _____ Supervisor Phone: _____
Payrate: _____
Reason(s) for leaving : _____
Contact this employer for work history? Yes No



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References
Please provide three (3) professional references.

*Name: _____	*Relationship to you: _____
*Phone: _____	*Occupation: _____
	*Years Known: _____
*Name: _____	*Relationship to you: _____
*Phone: _____	*Occupation: _____
	*Years Known: _____
*Name: _____	*Relationship to you: _____
*Phone: _____	*Occupation: _____
	*Years Known: _____

The information provided in this Application for Employment is true, correct and complete. If employed, any false statement or commission of fact on this Application may result in my immediate dismissal.

I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me for a definite period of time any my employment may be terminated a time without notice.

If you decide to engage an investigative consumer reporting agency to report on my personal history, I authorize you to do so. If a report is obtained you must provide, at my request, the name and address of the agency so I may obtain from them the nature and substance of the information contained in the report.

Special Touch Bakery Inc. has my permission to verify information supplied on my application of employment, including contacting previous employers and school personnel.

I understand that employer and/or school personal references are released from any claim in connection with such disclosure.

Signature: _____

Date: _____