



application for employment

Last name: _____ First name: _____ Middle: _____

Other names or nickname: _____ Phone: day _____ evening _____

E-mail: _____ What is your birthdate: ____/____/____ M/D/Y

Social Security # ____ - ____ - ____

Referred by: _____

Present Address: _____

Street City State/Province Zip Code

Permanent Address: _____

Street City State/Province Zip Code

Are you currently employed? yes no (circle one)

If yes, what is your present occupation? _____

When are you available to start work: _____

Specify hours available for each day of the week (below):

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Are you able to work overtime? yes no (circle one)

List skills relevant to the position applied for: _____

What is your past coffee experience? _____

What is your past education? _____

Please list any volunteer work you do: _____

What do you like to do in your spare time? _____

Please list two previous places of employment:

I. Business name _____ Position _____

Supervisor _____ Phone number _____ May we contact? yes no

Duties Performed _____

Why did you leave? _____

II. Business name _____ Position _____

Supervisor _____ Phone number _____ May we contact? yes no

Duties Performed _____

Why did you leave? _____

Please list two referneces other than family members:

I. Name _____ Profession _____

Phone number _____ Can we call for a reference? yes no

How do you know this person? _____

II. Name _____ Profession _____

Phone number _____ Can we call for a reference? yes no

How do you know this person? _____

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

I, the undersigned, declare that the statements made in this application are to the best of my knowledge true and correct.

Applicant's Signature _____

Today's Date: ____/____/____ (M/D/Y)

Thank you for taking the time to complete this application.

Ketchikan Coffee Company, 211 Stedman Street, Ketchikan, Alaska, 99901

Phone: (907) 247-2326 Fax: (907) 225-1803 email: falene@ketchikancoffee.com

We Are An Equal Opportunity Employer Committed To Hiring A Diverse Workforce.