

Sublime Cupcakes Employment Application

Location Applying For	Position Applying For	Salary Desired
<input type="checkbox"/> Wyomissing <input type="checkbox"/> Lititz <input type="checkbox"/> Collegeville		

Personal Information			
Last Name	First Name	Middle Name	
Address			Email Address
City	State	Zip Code	Phone

Are you able to perform the responsibilities of the position with reasonable accommodations? Yes No

Can you provide proof of eligibility to work in the United States? Yes No

If you are under age 18, do you have an employment/age certificate? Yes No

Have you been convicted of or pleaded no contest to a felony within the last five years? Yes No

If yes, please explain:

Availability

Please list the hours you are available to work

	Morning	Midday	Afternoon	Evening
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Are you available to work holidays?
 Yes No

Are you available to work nights?
 Yes No

Type of work desired:
 Full-time Part-time Temporary

If hired, on what date would you be available to begin work?	
How many hours per week are you available to work?	

Work Experience

Military

Have you ever served in the armed forces? Yes No

Branch	Specialty	Enlisted	Discharged

Are you currently a member of a National Guard or State Defense Force Unit? Yes No

Work History

May we contact your current or last employer? Yes No

Current/Last Employer

Employer Name	From	To	Job Title
Address			Phone Number
Reason For Leaving (Be specific)			

Previous Employer

Employer Name	From	To	Job Title
Address			Phone Number
Reason For Leaving (Be specific)			

Previous Employer

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Previous Employer

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Address			Phone Number
Reason For Leaving (Be specific)			

Education			
High School	Name	Major/Minor	Graduation Date
	City and State	Number of Units	Honors/Recognitions
College / University	Name	Major/Minor	Graduation Date
	City and State	Number of Units	Honors/Recognitions
Graduate School	Name	Major/Minor	Graduation Date
	City and State	Number of Units	Honors/Recognitions
Technical / Trade School	Name	Major/Minor	Graduation Date
	City and State	Number of Units	Honors/Recognitions

References

Please list 3 personal and 3 professional references. Personal references should not be family members.

Personal		
Name	How long known?	Relationship
Company	Title	Phone
Address		Email

Name	How long known?	Relationship
Company	Title	Phone
Address		Email

Name	How long known?	Relationship
Company	Title	Phone
Address		Email

Professional		
Name	How long known?	Relationship
Company	Title	Phone
Address		Email

Name	How long known?	Relationship
Company	Title	Phone
Address		Email

Name	How long known?	Relationship
Company	Title	Phone
Address		Email

Additional Notes

Job applications can sometimes miss important traits, skills, and other factors that might be important. Please take advantage of the space below to note any experience, skills, traits, knowledge, or other factors that better qualify you for this position.

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I hereby attest that all of the information I have provided is true and correct to the best of my knowledge. I am aware that missing, misleading, or false information is grounds not to hire me, or for my termination after hiring.

Applicant Signature	Date