

APPLICATION FOR EMPLOYMENT

The Broken Mug

Thank you for your interest in employment at The Broken Mug Coffee Shop.

If because of a disability, you are in need of any special assistance with this application form or the application or interview process, please inform a staff member in the Human Resources office so that appropriate accommodations may be made:

We are an Equal Opportunity Employer. The Broken Mug does not discriminate in the employment of individuals on the basis of race, color, national or ethnic origin, disability, gender or age.

PERSONAL DATA

Name _____
Last First Middle

Present Address _____
Street Address City State Zip Code

Previous Address _____
Street Address City State Zip Code

Home Phone: _____ Cell Phone _____

Email Address: _____

Are you 18 years or older? Yes No

WORK PREFERENCE

Type of work or position applied for _____ Referred by _____

Interested in Full-time Part-time Summer

Salary required _____ Date available for work _____

Are you able to meet the attendance requirements of the position? Yes No

Will you work overtime if required? Yes No

If no, please explain: _____

Have you ever been discharged or asked to resign by a previous employer? Yes No

If yes, please explain

EMPLOYMENT HISTORY

List your complete employment record including temporary, regular and part-time in date order with *most recent first*. List military serve, if applicable, as part of employment record.

MOST RECENT EMPLOYER — Are you currently working for this employer Yes No

If yes, may we contact? Yes No

Company Name _____

Telephone () _____ Address _____

City _____ State _____ Zip Code _____

Starting Position Title _____ Ending Position Title _____

Supervisors Name _____

Beginning Salary _____ Ending Salary _____

Full-time Part-time Employed from _____ To _____

Brief job description _____

Reason for leaving _____

Company Name _____

Telephone () _____ Address _____

City _____ State _____ Zip Code _____

Starting Position Title _____ Ending Position Title _____

Supervisors Name _____

Beginning Salary _____ Ending Salary _____

Full-time Part-time Employed From _____ To _____

Brief job description _____

Reason for leaving _____

EDUCATION

School Name/Address	Years Attended	Graduation Date	Degree/Diploma	Major/Subject	Grade Point Avg.

PERSONAL REFERENCES

Name and address Telephone Business/Profession Length of acquaintance

- 1. _____
- 2. _____
- 3. _____
- 4. _____

OTHER TRAINING, CURRENT LICENSES, OR CERTIFICATES:

- 1. _____
- 2. _____
- 3. _____
- 4. _____

Please bring completed application to the Business Office at 1C Church or email it to kellie.rosenkranz@1church.com

If you have questions, please contact (402) 937-1463.

Acknowledgment of *Understanding and Consent*

PLEASE CAREFULLY READ BEFORE SIGNING. If you have any questions regarding this statement, please ask them of an employment interviewer before signing.

This organization does not discriminate in hiring or employment on the basis of race, color, national origin, sex, age or disability, except with respect to positions that fall within the ministerial exception. Because we are a church body, The Lutheran Church-Missouri Synod retains the right to give preference in hiring to persons who are members in good standing of an LCMS congregation.

It is understood that this application is not an obligation to provide employment. The application will be kept active for three months and it must be renewed to be active for a longer period.

I hereby certify that the statements made in this employment application are true and complete, to the best of my knowledge, and I authorize investigation of those statements. I understand that falsification, misrepresentation or omission of facts will be sufficient cause for elimination of any consideration for employment or cause for dismissal from the job, if I have been employed.

1C has the right, exercisable at any time, and without notice, to change wages, to change or eliminate benefits and policies, as well as to terminate, with or without cause, the employment relationship.

I understand that all employees of 1C, The Sanctuary or any entity affiliated with(in) 1C Church are expected to respect the official doctrines of the Synod and to pursue lifestyles that are morally in harmony with its teachings.

I agree that I have read and understand the above acknowledgments and agreements and recognize all of the above as conditions of employment.

Signature

Date

Background Screening Authorization and Release

In connection with my application for employment, I understand that an investigative consumer report may be re-requested that will include information as to my character, work habits, performance and experience, along with reasons for termination of past employment. I understand that, as directed by company policy and consistent with the job described, you may be requesting information from public and private sources about my: workers' compensation injuries, driving record, criminal record, education, credentials, credit and references. I voluntarily and knowingly authorize the company, and/or its agents, to verify any aspect of the information contained in my employment application or through public or private sources. I further understand that misrepresentations or omissions in my employment application may be cause for rejection or subsequent dismissal if I am hired.

Medical and workers' compensation will only be requested in compliance with the Federal Americans with Disabilities Act (ADA). According to the Fair Credit Reporting Act (FCRA), I am entitled to know if employment is denied because of information obtained by my prospective employer by a consumer reporting agency. If so, I will be notified and given the name and address of the agency or the source which provided the information.

I voluntarily and knowingly authorize any former employer, person, firm, corporation, school or government agency, its officers, employees and agents to release to you or your agents any and all information concerning my former employment. I understand that the employment information may include, but is not necessarily limited to, performance evaluation and reports, job descriptions, disciplinary reports, letters of reprimand and opinions regarding my suitability for employment possessed by it.

I voluntarily and knowingly fully release and discharge, absolve, indemnify and hold harmless you, your agents and any former employer, person, firm, corporation, school or government agency, its officers, employees and agents from any and all claims, liability, demands, causes of action, damages, or costs, including attorney's fees, present or future, whether known or unknown, anticipated or unanticipated, arising from or incident to the disclosure or release of any such information to you, your agents, or consumer reporting agency.

I hereby authorize you to procure a consumer report as part of the pre-employment background investigation. If hired, this authorization shall remain on file and shall serve as an ongoing authorization for you to procure consumer reports at any time during my employment period.

Signature

Date