

the grove

cafe & market

600 Central Ave SE | Suite A
Albuquerque, NM 87102
505.248.9800 | www.thegrovecafemarket.com

APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION:

Name _____ Date _____
Last First Middle

Date of Birth _____ Are you less than 18 years of age? Yes ☐ No ☐

Current Address _____

City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____

Email _____

PERMANENT ADDRESS, IF DIFFERENT FROM ABOVE:

Address _____

City _____ State _____ Zip _____

What position are you applying for? _____

How did you hear about this position? _____

Who were you referred by? _____

Date you can start? _____

Are you interested in (please check one): Full time ☐ Part time ☐ Seasonal ☐

Please check the times you are available (please check all that apply): Mornings ☐ Afternoons ☐ Evenings ☐

Desired Pay _____

If the need arises, are you able to work overtime? Yes ☐ No ☐

Do you have any time restrictions or days that you cannot work? _____

EMPLOYMENT EXPERIENCE

Start with your present or most recent employer. Please include military assignments and any other volunteer activities which relate to the job in which you are applying. Please exclude organizational name or assignments that indicate race, color, religion, sex, or national origin. Please complete even if you are submitting a resume.

Employer _____

Address _____ City _____ State _____ Zip _____

Position/Title _____

Duties Performed _____

Dates of Employment From _____ To _____ Salary/Hourly Rate _____

Phone # _____ Supervisor's Name _____ May we contact? Yes ☐ No ☐

Reason for leaving _____

Employer _____

Address _____ City _____ State _____ Zip _____

Position/Title _____

Duties Performed _____

Dates of Employment From _____ To _____ Salary/Hourly Rate _____

Phone # _____ Supervisor's Name _____ May we contact? Yes ☐ No ☐

Reason for leaving _____

Employer _____

Address _____ City _____ State _____ Zip _____

Position/Title _____

Duties Performed _____

Dates of Employment From _____ To _____ Salary/Hourly Rate _____

Phone # _____ Supervisor's Name _____ May we contact? Yes ☐ No ☐

Reason for leaving _____

Are you legally eligible for employment in the U.S. Yes ☐ No ☐
If not, proof of U.S. Citizenship or Immigration status will be required.

Have you been convicted of a felony in the last 7 years? If yes, please list conviction(s). Please note: this does not necessarily disqualify you from employment.

TELL US A LITTLE MORE ABOUT YOURSELF

Are you familiar with The Grove Cafe & Market? If so, what do you love most? If not, tell us what you're most excited about.

How would your friends, co-workers, and peers describe you?

Please share your top 3 values:

Please rank the following values in order of most important to least; 1 being the most important and 5 being the least:

Reliability | Accountability

Hospitality | Guest Experience

Teamwork | Collaboration

Efficiency | Sense of Urgency

Caring for Others | Connection

Please circle 1 (ONE) word from each box that MOST describes you:

Cautious Determined Convincing Good-natured	Reserved Helpful Stong-willed Cheerful	Sociable Patient Self-reliant Soft-spoken
Friendly Precise Outspoken Calm	Stimulating Kind Perceptive Independent	Logical Bold Loyal Charming
Talkative Controlled Conventional Decisive	Competitive Considerate Joyful Private	Cheerful Precise Direct Even-tempered

It's all about a work/life balance. Please share interests, hobbies, or special interests you have outside of work:

PLEASE LIST 3 PROFESSIONAL REFERENCES YOU HAVE KNOWN FOR AT LEAST 1 (ONE) YEAR:

Name _____ Company _____

Position/Title _____ Years Known & How _____

Phone # _____ Email _____

May we contact? Yes ☐ No ☐

Name _____ Company _____

Position/Title _____

Phone # _____ Email _____

May we contact? Yes ☐ No ☐

Name _____ Company _____

Position/Title _____

Phone # _____ Email _____

May we contact? Yes ☐ No ☐

Thank you for your interest in joining our team! Applications are considered for all positions without regard to race, gender, religion, sex, national origin, age, marital or veteran status, or non-related medical condition or disability. We will get in touch if a position becomes available.

Please read and sign the following statement to complete your application and submitted completed forms to a manager.

I, certify the answers given herein are true and complete to the best of my knowledge. I authorize investigations of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I authorize persons, schools, current employer (if applicable), and previous employers and organizations to provide any relevant information. I understand and comply with the requirement of signing a confidentiality agreement, should I become an employee of The Grove Cafe & Market. I understand that this application is not intended to be a contract of employment. In the event of employment, I understand that false or misleading information given on my application or interview may result in immediate rejection of this application; or if hired, discipline or termination. I understand and agree that my employment is at will and can be terminated by me of The Grove Cafe & Market at any time without prior notice for any reason.

Signature _____ Date _____

Printed Name _____