

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Position: \_\_\_\_\_



## APPLICATION FOR EMPLOYMENT

### Benvenuti a Zia's!

Zia's is an Italian inspired caffè & gelato bar established in July of 2009 in historic downtown Placerville, California. In January 2014, Zia's relocated to Town Center in El Dorado Hills. Zia's is the quintessential Italian bar – a meeting place for locals and tourists alike to relax and enjoy an espresso and a pastry, a gelato, or a snack. Our mission is simple - to pursue uncompromising quality in every gelato, pastry or cup of espresso that is served to our guests. By remaining steadfast in our quality commitment, Zia's will retain a devout following of loyalists who will attest that once you visit Zia's, you will feel like you have stepped into a small caffè bar in Italy.

Zia's is committed to delivering the highest quality and sharing a passion for gelato, espresso and pastries with our customers. Employees take pride in their work and their café and endeavor to provide the best customer service for our guests. Zia's prides itself on providing extensive training and enjoys hiring from the surrounding area so that local ambassadors welcome Zia's guests.

We believe that one of the great strengths of our community is the rich diversity of our residents. Zia's is an equal opportunity employer. We do not discriminate on the basis of race, gender, color, national origin, sexual orientation, religion, age, disability, or medical condition as defined by state, federal, or local law. Zia's provides reasonable accommodation to assist in the hiring process and performance of essential job functions as required by applicable federal, state, and local laws.

#### REFERRAL SOURCE

- [www.ziasgelato.com](http://www.ziasgelato.com)
- Walk-in applicant
- Employee referral (*please state name of employee*) \_\_\_\_\_
- School/University Career Placement Referral (*please specify*) \_\_\_\_\_
- Other (*please specify*) \_\_\_\_\_

**PERSONAL INFORMATION**

Name: \_\_\_\_\_

Present address (street, city, state, zip): \_\_\_\_\_

E-mail: \_\_\_\_\_ Primary telephone: \_\_\_\_\_ Secondary telephone: \_\_\_\_\_

Are you 16 or over? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If you are under 18, can you furnish a work permit? If no, please explain: Yes \_\_\_\_\_ No \_\_\_\_\_

Are you legally authorized to work in the U.S.? *(Proof of eligibility will be required upon employment)* Yes \_\_\_\_\_ No \_\_\_\_\_  
 Have you ever been convicted of a crime? If yes, please explain: Yes \_\_\_\_\_ No \_\_\_\_\_

*(Note: You need not identify convictions that have been sealed, expunged, dismissed, or otherwise eradicated by statute or court order, any conviction for a marijuana offense if the conviction is more than two years old, or any information pertaining to referral to and participation in any pre-trial or post-trial diversion program. Such conviction may be relevant if job-related, but does not necessarily bar you from employment.)*

Do you have any friends or family now employed by our company? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If yes, identify by name(s), and position: \_\_\_\_\_

**AVAILABILITY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

What is your pay expectation? \_\_\_\_\_ When could you start? \_\_\_\_\_

What position are you applying for? \_\_\_\_\_

What planned vacations or extended time off do you need in the next three to six months? \_\_\_\_\_

How long would you like to work at Zia's? \_\_\_\_\_

Indicate minimum and maximum hours available each week: \_\_\_\_\_

**EDUCATION**

	Name & Location	Years Completed	Degree	Major
High School				
College				
Additional Training				

**WORK EXPERIENCE**

List your last three employers, starting with the most recent. You may also include non-paid volunteer experience or extracurricular activities. Please complete this section even if you attach a resume.

Dates Employed	Company & Address	Position & Duties	Number of Hours Per Week Worked	Supervisor & Phone Number	Pay	Reason for Leaving	May we contact for a reference?

Have you ever been dismissed or forced to resign from employment?

If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REFERENCES**

Please provide contact information for present or previous supervisors (not related to you). Supervisory references from school, volunteer organizations or extracurricular interests are acceptable if no others are available.

Name: \_\_\_\_\_ Phone number: \_\_\_\_\_  
Title: \_\_\_\_\_ How acquainted and for how long? \_\_\_\_\_

Name: \_\_\_\_\_ Phone number: \_\_\_\_\_  
Title: \_\_\_\_\_ How acquainted and for how long? \_\_\_\_\_

Name: \_\_\_\_\_ Phone number: \_\_\_\_\_  
Title: \_\_\_\_\_ How acquainted and for how long? \_\_\_\_\_

Name: \_\_\_\_\_ Phone number: \_\_\_\_\_  
Title: \_\_\_\_\_ How acquainted and for how long? \_\_\_\_\_

**SUPPLEMENTAL INFORMATION**

What do you think you will enjoy about working for Zia's?

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What is your definition of customer service?

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**CERTIFICATION**

**Please read carefully, initial each paragraph and sign below:**

\_\_\_ I hereby certify that I have not knowingly withheld or misrepresented any information pertaining to my application for employment and that the answers given by me are true and correct to the best of my knowledge. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

\_\_\_ I hereby authorize Zia's to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed, or any additional references identified by me or Zia's, to provide any relevant information regarding my current and/or previous employment. In addition, I hereby release all persons, schools and employers of any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

\_\_\_ I understand and agree that as part of the employment process, I may be asked to sign a separate form authorizing Zia's to obtain a "Consumer Report" and/or an "Investigative Consumer Report" from a consumer reporting agency. I further understand that any offer of employment may be contingent upon the successful completion of a background check.

\_\_\_ I understand and agree that, if employed, my employment with Zia's is at-will and can be terminated with or without cause and with or without notice at the option of either me or Zia's. No manager or representative of Zia's, other than Zia's owners, has the authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to this at-will relationship. Any such agreement must be in writing and signed by the owners and me. This express at-will agreement constitutes the entire agreement between me and Zia's with respect to the duration of my employment or the circumstances or conditions under which my employment may be terminated. This at-will agreement supersedes and precludes the existence of any contrary agreements, expressed or implied.

\_\_\_ I understand and agree that if hired, upon termination of my employment I will promptly return all property belonging to Zia's, including but not limited to keys, computer equipment and credit cards.

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Signature

Date

This application is current for 60 days.