



Infusions Tea Café is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, national origin, the presence of mental, physical, or sensory disability, sexual orientation, or any other basis prohibited by federal, state, or provincial law.

Please complete the entire application to ensure processing.

PERSONAL INFORMATION (Please print)

Name Last First Middle Social Security Number Date (M/D/Y)

Other names you are known by _____ Are you less than 18 years of age? Yes ___ No ___

U.S. Applicant Only: Are you legally eligible for employment in the U.S.? Yes ___ No ___ (Proof of citizenship or immigration status will be required if hired for a position in the U.S.)	Have you been convicted of a felony in the last seven years? Yes ___ No ___ If yes, list convictions that are a matter of public record (arrests are not convictions). A conviction will not necessarily disqualify you for employment.
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Present Address Street City State/Province Zip Code/Postal Code

Permanent Address Street City State/Province Zip Code/Postal Code

Phone Number Daytime Evening Referred By

EMPLOYMENT DESIRED (If you are applying for a retail hourly position, please keep in mind that the availability of hours may vary.)

Position _____ Location/Department _____ Salary Desired _____ Date You Can Start _____

Specify hours available for each day of the week

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Are you able to work overtime? Yes ___ No ___

EDUCATION

Name and Address of School	Last Year Completed	Did You Graduate?		Degree Received
		Y	N	
High School	1 2 3 4	Y	N	
College	1 2 3 4	Y	N	
Trade or Business School	1 2 3 4	Y	N	

List skills relevant to the position applied for _____

Do you drink Tea? _____ If so, what is your favorite Tea drink? _____

Why would you like to work for Infusions Tea Café? _____

Do you have experience providing customer service in a food service environment? Please explain.

FORMER EMPLOYERS

List below current and last three employers, starting with most recent one first. Please include non-paid/volunteer experience which is related to the job for which you are applying. Please complete even if you attach a resume.

From	Current Employer (Name, Address)	Salary or Hourly	Position	Reason For Leaving
To		Starting _____ Ending _____		
Duties Performed				
Supervisor's Name		Phone Number	May We Contact?	

From	Former Employer (Name, Address)	Salary or Hourly	Position	Reason For Leaving
To		Starting _____ Ending _____		
Duties Performed				
Supervisor's Name		Phone Number	May We Contact?	

From	Former Employer (Name, Address)	Salary or Hourly	Position	Reason For Leaving
To		Starting _____ Ending _____		
Duties Performed				
Supervisor's Name		Phone Number	May We Contact?	

From	Former Employer (Name, Address)	Salary or Hourly	Position	Reason For Leaving
To		Starting _____ Ending _____		
Duties Performed				
Supervisor's Name		Phone Number	May We Contact?	

REFERENCES

Give below the names of three professional references, whom you have known at least one year.

Name	Address & Phone Number	Business	Years Acquainted
1.			
2.			
3.			

I hereby authorize Infusions Tea Café to thoroughly investigate my background, references, employment record and other matters related to my suitability for employment. I authorize persons, schools, my current employer (if applicable), and previous employers and organizations contacted by Infusions Tea Café to provide any relevant information regarding my current and/or previous employment and I release all persons, schools, employers of any and all claims for providing such information. I understand that misrepresentation or omission of facts may result in rejection of this application, or hired, discipline up to and including dismissal. I understand that I may be required to sign a confidentiality and/or non-compete agreement, should I become an employee of Infusions Tea Café. I understand that nothing contained in this application, or conveyed during any interview which may be granted, is intended to create an employment contract. I understand that filling out this form does not indicate there is a position open and does not obligate Infusions Tea Café to hire me.

Date _____

Signature _____

Please submit this application at the following address or Fax it to: **301-386-3520 Attn: Tea Café**
InFusions, Inc.
 PO Box 7769
 Largo, MD 20792
 Attn: Tea Café

WE ARE AN EQUAL OPPORTUNITY EMPLOYER COMMITTED TO HIRING A DIVERSE WORKFORCE.