

Dear Applicant,

Thank you for your interest in working at Rooster Brother. Please take the time to read carefully the job description. Also, if you choose to attach a resume, you must still complete the application, particularly the “Employment History” section.

You should know that we are very careful and methodical about our application process. Applications that are not filled out completely will not be considered. If you become a serious candidate, you will be subject to a background check and we will ask you to notify all references so they can expect our call. We only interview serious candidates.

Obviously this all takes time, so please do not call or e-mail us. If you are not selected, we will let you know as soon as possible. Please return application in person, Monday through Saturday 9:30 am to 5:00 pm.

Regards,  
George Elias  
President

## **Job Description**

### **Coffee Sales Associate**

This position in our coffee department consists of brewing coffee, making espresso drinks, advising customers about our coffee, weighing and bagging coffee, and general cash register work.

Experience is preferred but we are happy to train the right person. The successful applicant must be able to interact with the public, fellow staff, and management with a cheerful, smooth demeanor.

The work is physically demanding, being on your feet all day, lifting 20 lb. buckets of coffee on a regular basis, and carrying 35 lb. cases of wine. From time to time the employee may also work other parts of the store and help with product placement and logistics

Starting pay is \$11.00 per hour or more depending on experience and ability. Benefits include paid personal days, holidays, vacation time, health insurance costs reimbursed, retirement plan with employer contribution, and store discounts.

This position is full-time, year-round, and includes Saturday work. It is a job in a stimulating and challenging work environment that requires energy, enthusiasm, working closely with co-workers and customers, and the ability to carry out very precise instructions without resentment.

# Application for Employment

**ROOSTER BROTHER**  
 29 Main Street  
 Ellsworth, ME 04605  
 207-667-3825

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.

Position applied for  Coffee Sales Associate Date of application \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone # ( ) \_\_\_\_\_ Cell # ( ) \_\_\_\_\_

Email address \_\_\_\_\_

Are you 16 or over? .....

Have you ever been employed here before? .....

Are you legally eligible for employment in this country? .....

Date available for work .....

Type of employment desired  Full-Time  Part-Time  Seasonal

Are you able to meet the attendance requirements of the position? .....

Have you been convicted of a crime in the last seven (7) years? .....

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

CONVICTION WILL NOT NECESSARILY BE A BAR TO EMPLOYMENT. EACH INSTANCE & EXPLANATION WILL BE CONSIDERED IN RELATION TO THE POSITION FOR WHICH YOU ARE APPLYING.

## Employment History

Provide employment information for the past 5 years, starting with the most recent. Use additional sheet (provided) if necessary.

FROM TO	EMPLOYER	TELEPHONE
JOB TITLE	ADDRESS	
IMMEDIATE SUPERVISOR AND TITLE	SUMMARIZE THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES	
REASON FOR LEAVING		
FROM TO	EMPLOYER	TELEPHONE
JOB TITLE	ADDRESS	
IMMEDIATE SUPERVISOR AND TITLE	SUMMARIZE THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES	
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REASON FOR LEAVING	

## Skills and Qualifications

Summarize any training, skills, licenses, and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying.

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## Educational Background

NAME AND LOCATION	YEARS COMPLETED	DID YOU GRADUATE	COURSE OF STUDY
HIGH SCHOOL			
COLLEGE		MAJOR DEGREE	
OTHER			

## References

NAME	TELEPHONE	YEARS KNOWN

I UNDERSTAND THAT IF I AM EMPLOYED, ANY MISREPRESENTATION OR MATERIAL OMISSION MADE BY ME ON THIS APPLICATION WILL BE SUFFICIENT CAUSE FOR CANCELLATION OF THIS APPLICATION OR IMMEDIATE DISCHARGE FROM THE EMPLOYER'S SERVICE, WHEN EVER IT IS DISCOVERED.

I GIVE THE EMPLOYER THE RIGHT TO CONTACT AND OBTAIN INFORMATION FROM ANY AND ALL REFERENCES, EMPLOYERS, EDUCATIONAL INSTITUTIONS AND TO OTHERWISE VERIFY THE ACCURACY OF THE INFORMATION CONTAINED IN THIS APPLICATION. I HEREBY RELEASE FROM LIABILITY THE EMPLOYER AND ITS REPRESENTATIVES FOR SEEKING, GATHERING AND USING SUCH INFORMATION AND ALL OTHER PERSONS, CORPORATIONS OR ORGANIZATIONS FOR FURNISHING SUCH INFORMATION.

THE EMPLOYER DOES NOT UNLAWFULLY DISCRIMINATE IN EMPLOYMENT; NO QUESTION ON THIS APPLICATION IS USED FOR THE PURPOSES OF LIMITING OR EXCUSING ANY APPLICANT FROM CONSIDERATION FOR EMPLOYMENT ON A BASIS PROHIBITED BY LOCAL, STATE OR FEDERAL LAW.

THIS APPLICATION IS CURRENT FOR ONLY 60 DAYS. AT THE CONCLUSION OF THIS TIME, IF I HAVE NOT HEARD FROM THE EMPLOYER AND STILL WISH TO BE CONSIDERED FOR EMPLOYMENT. IT WILL BE NECESSARY TO FILL OUT A NEW APPLICATION.

I UNDERSTAND IT IS THIS COMPANY'S POLICY NOT TO REFUSE TO HIRE A QUALIFIED INDIVIDUAL WITH A DISABILITY BECAUSE OF THAT PERSON'S NEED FOR A REASONABLE ACCOMMODATION AS REQUIRED BY LAW.

I ALSO UNDERSTAND THAT IF I AM HIRED, I WILL BE REQUIRED TO PROVIDE PROOF OF IDENTITY AND LEGAL WORK AUTHORIZATION.

I represent and warrant that I have read and fully understand the foregoing and seek employment under these conditions.

Signature of applicant: \_\_\_\_\_ Date \_\_/\_\_/\_\_

**Rooster Brother**  
Application for Employment

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On this page in your own handwriting:

1. Please describe your interest in, and experience with, food and cooking.
2. Describe a memorable retail experience you have had, either as a customer or a store employee.

Name:
Phone #:
E-mail:

