

# Bruegger's Bagels Baked Fresh

**APPLICATION FOR EMPLOYMENT**  
**North Coast Bakeries, Inc.**  
**3144 Wexford Blvd.**  
**Stow, OH 44224**

North Coast Bakeries, Inc. is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.

## PERSONAL:

Name \_\_\_\_\_  
Last First

Address \_\_\_\_\_  
Number & Street City State Zip Code

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-Mail Address \_\_\_\_\_ Social Security Number \_\_\_\_\_

Have you ever been employed in any Bruegger's Bakery? \_\_\_\_\_ If so, location and dates of employment \_\_\_\_\_

Position Sought \_\_\_\_\_ Full Time \_\_\_ Part Time

How soon can you start work? \_\_\_\_\_

Are you over 18 years old? \_\_\_ Yes \_\_\_ No

Are you legally eligible for employment in the United States? \_\_\_ Yes \_\_\_ No  
(If offered employment, you will be required to provide documentation to verify eligibility.)

When would you be able to start work? \_\_\_\_\_

Total Hours available per week? \_\_\_\_\_

Desired wage? \$ \_\_\_\_\_

Hours Available	From	To
Monday	_____	_____
Tuesday	_____	_____
Wednesday	_____	_____
Thursday	_____	_____

Friday \_\_\_\_\_  
Saturday \_\_\_\_\_  
Sunday \_\_\_\_\_

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**EDUCATION:** Please indicate education or training which you believe qualifies you for the position you are seeking.

**High School:** \_\_\_\_\_

Did you graduate? \_\_\_\_\_

**College and/or Vocational School:**

Number of Years Completed (circle one) 1 2 3 4

Did you graduate? \_\_\_\_\_

Major \_\_\_\_\_

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**PROFESSIONAL LICENSE OR MEMBERSHIP:**

(You need not disclose membership in professional organizations that may reveal information regarding race, color, creed, sex, religion, national origin, ancestry, age, disability, marital status, veteran status or any other protected status.)

Type of License(s) Held \_\_\_\_\_

State and License Number \_\_\_\_\_

License Expiration Date \_\_\_\_\_

Other Professional Memberships \_\_\_\_\_

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**SKILLS:**

Office: Outlook \_\_\_\_\_ Excel \_\_\_\_\_ PowerPoint \_\_\_\_\_ Access \_\_\_\_\_

Typing \_\_\_\_\_ wpm. \_\_\_\_\_ Lotus 1,2,3 \_\_\_\_\_ CRT \_\_\_\_\_ Other \_\_\_\_\_

Word Processing \_\_\_\_\_ Word \_\_\_\_\_ MSWord \_\_\_\_\_ Other \_\_\_\_\_

Other Software Skills \_\_\_\_\_

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**RECORD OF CONVICTION:**

During the last ten years, have you ever been convicted of a crime other than minor traffic offense? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, explain: \_\_\_\_\_  
(A conviction will not necessarily automatically disqualify you for employment. Rather, such

factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered).

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**EMPLOYMENT:** List last employer first, including U.S. Military Service.

May we contact your present employer? \_\_\_\_ Yes \_\_\_\_ No

If any employment was under a different name, indicate name \_\_\_\_\_

Employer \_\_\_\_\_ Address \_\_\_\_\_

Telephone \_\_\_\_\_ Position \_\_\_\_\_

Dates of Employment: From \_\_\_\_ To \_\_\_\_  
Mo/Yr Mo/Yr

Salary \_\_\_\_\_ Supervisor \_\_\_\_\_ Department \_\_\_\_\_

Duties \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Employer \_\_\_\_\_ Address \_\_\_\_\_

Telephone \_\_\_\_\_ Position \_\_\_\_\_

Dates of Employment: From \_\_\_\_ To \_\_\_\_  
Mo/Yr Mo/Yr

Salary \_\_\_\_\_ Supervisor \_\_\_\_\_ Department \_\_\_\_\_

Duties \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Employer \_\_\_\_\_ Address \_\_\_\_\_

Telephone \_\_\_\_\_ Position \_\_\_\_\_

Dates of Employment: From \_\_\_\_ To \_\_\_\_  
Mo/Yr Mo/Yr

Salary \_\_\_\_\_ Supervisor \_\_\_\_\_ Department \_\_\_\_\_

Duties \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

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**REFERENCES:**

<b>Professional</b>	<b>Personal</b>
<b>Name</b> _____	<b>Name</b> _____
Address _____ _____	Address _____ _____
Phone (____) _____	Phone (____) _____
<b>Name</b> _____	<b>Name</b> _____
Address _____ _____	Address _____ _____
Phone (____) _____	Phone (____) _____

**APPLICANT'S CERTIFICATION AND AGREEMENT**

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize North Coast Bakeries, Inc. to verify their accuracy and to obtain reference information on my work performance. I hereby release North Coast Bakeries, Inc. from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.

I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules and regulations of employment of the Employer. However, I further understand that neither the policies, rules, regulations of employment or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause.

I understand that the Company requires the successful completion of a urinalysis for drug testing purposes and/or a blood alcohol test as a condition of employment. By submitting this Application for Employment, I hereby consent to either or both of said tests, at the Company's discretion.

Signature of Applicant \_\_\_\_\_ Date: \_\_\_\_\_

**This application for employment is good for 30 days only.  
Consideration for employment after 30 days requires a new application.**

**RELEASE AND AUTHORIZATION FOR BACKGROUND AND REFERENCE INVESTIGATION**

In connection with my application for employment (including contract for services), I understand that investigative background inquiries are to be made on me which may include criminal convictions, motor vehicle, and other reports. These reports may include information as to my character, work habits, performance, education and experience along with reasons for termination of employment from previous employers. Further, I understand that you will be requesting

information from various Federal, State, and other agencies which maintain records concerning my past activities relating to my driving, credit, criminal, civil and other experiences. *If I include a current employer for verification, I may jeopardize my position within that company.*

I authorize without reservation, any party or agency contacted to furnish the above mentioned information and release all parties involved from any liability and responsibility for doing so. This authorization and consent shall be valid in original, fax or copy form. I further authorize ongoing procurement of the above-mentioned reports at any time during my employment (or contract).

I am aware that the result of any background investigation performed by Employer and/or its designees is not the sole criteria used by the Employer in making a decision to hire or not hire any individual, including me. I am also aware that any falsification or misrepresentation of information appearing on my application for employment shall be grounds for my not being hired or for my being terminated.

I have carefully read this Release and Authorization for Background and Reference Investigation and have voluntarily agreed to its terms to assist Employer in evaluating my qualifications for employment and in meeting the business necessity of hiring honest, trustworthy, reliable, and non-violent employees. I additionally agree to fully cooperate with Employer in permitting the release of the above information and reports. Finally, I understand that with the exception of any credit reports, all information generated, received or maintained during or as a result of its investigation, will be maintained as confidential information and that Employer will not release such information to me.

Date \_\_\_\_\_ Signature of Applicant \_\_\_\_\_