



Atlanta Bread
APPLICATION FOR EMPLOYMENT
WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Atlanta Bread Company is an equal opportunity employer. In all our employment practices, including hiring, we are firmly committed to equal opportunity without regard to race, religion, color, sex, age, national origin, citizenship, disability or any other basis of discrimination prohibited by applicable local, state, or federal law. No question on this application is used for the purpose of limiting or excluding any applicant's consideration for employment. We are committed to maintaining a SMOKE FREE and DRUG FREE work place.

(PLEASE PRINT)

Position(s) Applying For: _____	Date of Application (mm/dd/yy) _____
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How did you learn about us?

<input type="checkbox"/> Website	<input type="checkbox"/> Employment Agency (specify: _____)
<input type="checkbox"/> Advertisement (online)	<input type="checkbox"/> Employee Referral (name of employee: _____)
<input type="checkbox"/> Newspaper	<input type="checkbox"/> Other: _____

Last Name: _____ First Name: _____ Middle Name: _____

Address: Number Street Apt# City: State: Zip Code:

Telephone Number(s): Home: _____	Work: _____	Cell: _____	Social Security Number: _____
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Email Address: _____

If you are under 18 years old can you provide required proof of your eligibility to work? Yes No

Have you ever filed an application with us before? Yes No
If yes, give date: (mm/dd/yy) ____/____/____ Location: _____

Have you ever been employed with us before? Yes No
If Yes, give dates: (mm/dd/yy) ____/____/____ to ____/____/____

Do any of your relatives work for Atlanta Bread Company? Yes No
If yes, state name, relationship, and location: _____

Have you ever been convicted of a felony? Yes No
* You may answer "NO" if your criminal record consists of only one or more of the following: (a) a sealed record; (b) a case of delinquency or a child in need of services which did not result in a criminal complaint; (c) an arrest, detention, or disposition which did not result in a conviction; (d) a first misdemeanor offense for speeding, minor traffic offenses
If yes, please explain and indicate dates, city, and state: _____

Are you able to perform the functions of the particular job function for which you are applying? Yes No
If no, can you perform the job function with reasonable accommodation? Yes No

If hired, can you present evidence of US citizenship or your legal right to live and work in this country? *Proof of citizenship or immigration status will be required upon employment.* Yes No

Date available for work: (mm/dd/yy) ____/____/____ What is your desired salary range? _____

When are you available to work?
 Full Time Part Time (Please indicate: Mornings Afternoons Evenings) Temporary
If temporary, please indicate dates available: mm/dd/yy - mm/dd/yy) ____/____/____ - ____/____/____

Are you willing to travel? Yes No

Are you willing to relocate? Yes No

Have you ever been discharged (or terminated) by a former employer? Yes No
If yes, please explain: _____

EDUCATION

School	Name, City and State	Course of Study/Major	Did you Graduate?	# Of Years Completed
High School				
Undergraduate College				
Graduate / Professional				
Other (Specify)				

EMPLOYMENT HISTORY - THIS SECTION MUST BE FILLED OUT COMPLETELY

List below all present and past employment within the past ten years beginning with your most recent job. Please attach additional sheets if necessary.

Employer	Dates Employed		Position/Primary Duties
	From (mm/dd/yy)	To (mm/dd/yy)	
Street Address City State Zip			Position: Primary Duties:
	Hourly Rate/Salary		
	Starting	Final	
Supervisor (Name and Title)			
Telephone Numbers(s)			
Reason for Leaving:		May We Contact: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Employer	Dates Employed		Position/Primary Duties
	From (mm/dd/yy)	To (mm/dd/yy)	
Street Address City State Zip			Position: Primary Duties:
	Hourly Rate/Salary		
	Starting	Final	
Supervisor (Name and Title)			
Telephone Numbers(s)			
Reason for Leaving:		May We Contact: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Employer	Dates Employed		Position/Primary Duties
	From (mm/dd/yy)	To (mm/dd/yy)	
Street Address City State Zip			Position: Primary Duties:
	Hourly Rate/Salary		
	Starting	Final	
Supervisor (Name and Title)			
Telephone Numbers(s)			
Reason for Leaving:		May We Contact: <input type="checkbox"/> Yes <input type="checkbox"/> No	

DO YOU HAVE ANY TRADE SECRETS AND/OR NON-COMPETITIVE OBLIGATIONS WITH PRESENT OR PREVIOUS EMPLOYERS? Yes No If yes, please explain:

OTHER ACCOMPLISHMENTS

Please list below any other job related accomplishments, professional distinctions, certifications, or verifiable volunteer work.

MILITARY HISTORY

Military Service Status	Branch of Service	Dates of Service	
		From	To
<input type="checkbox"/> Veteran <input type="checkbox"/> Non-Veteran			
<input type="checkbox"/> National Guard <input type="checkbox"/> Reserves			
<input type="checkbox"/> Advanced ROTC			

Did you receive any military training related to the job for which you are applying? Yes No *IF YES, PLEASE EXPLAIN*

REFERENCES

List three employment or school references that Atlanta Bread Company has permission to contact. All information should be complete including initials, street numbers, zip codes, area codes, etc.

Name	Street	City	State	Zip	Telephone No.	Occupation	Years Known

APPLICANT'S STATEMENT AND SIGNATURE *(Please read carefully before signing)*

I certify that all answers given here are true and complete to the best of my knowledge, and I authorize investigation of all statements contained in this application, with exception of contacting my present employer if I have requested so on page two.

I authorize an inquiry into my background by all persons, schools, companies, corporations, credit bureaus, law enforcement agencies, doctors and other consumer reporting agencies to supply information concerning my previous employment, education, credit, driving record, etc.

I authorize the references listed above to give representatives of Atlanta Bread Company any and all information concerning my previous or current employment and any pertinent information they may have, personal or otherwise, and release all parties from any and all liability from any damage that may result.

If I should be employed by the Company, I understand that any false, incomplete, or misleading information given on this application or during an interview may result in immediate discharge.

While this application will be retained on file for a period of one year (as required by law), I acknowledge that this application for employment will be considered active for a period of sixty (60) days. After the sixty (60) day period, I must submit a new application to be considered for any employment opportunities.

I understand and acknowledge that, unless otherwise defined by applicable law or written agreement with Atlanta Bread Company ("the Company") any employment relationship with the company is considered "employment at will", which means that the Employee may resign at any time and the Employer may discharge the Employee at any time, with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically executed in writing by the President/CEO of Atlanta Bread Company International, Inc.

I understand there is a ninety (90) day introductory period during which time I will be evaluated for successful work performance. My employment during this period or any time period is considered "at will" and may be discontinued at any time.

I understand that if hired I need to present documents establishing my identity and work eligibility authorization within three (3) days from date of hire. Should I present a receipt for a document, I must present the original document within ninety (90) days from my date of hire. Failure to do so will result in termination.

NO DRUG USE POLICY: The Company does not hire persons who use illegal drugs. All persons seeking employment or employed at the Company may be required to take and pass a screen for illegal drugs, and may be subject to periodic tests for illegal drugs. I hereby voluntarily consent to provide a urine specimen (or blood specimen as required for alcohol testing) at a collection facility designated by Atlanta Bread Company, and further consent to have the specimen tested at a laboratory selected by Atlanta Bread Company. I hereby certify that I (check one) do _____ or do not _____ use illegal drugs.

Signature of Applicant	Date
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"The sun never rises on our bread twice."



**Atlanta Bread Company International, Inc.
Mission Statement**

We provide the premier bakery café experience
where caring people serve quality products.

~ Core Values ~

- We are committed to consistently provide the highest quality product.
- We are guided by an entrepreneurial spirit, while maintaining a clear focus on and commitment to our stated business strategies.
- We highly value and respect our relationships with Associates, Franchisees, Guests, and Vendors. Diversity within Atlanta Bread Company is a key contributor to our success.
- We practice open and honest two-way communication, and will continue to identify appropriate channels for effective communication throughout the system.
- We empower our Associates and, in turn, expect accountability. We recognize, reward, and celebrate accomplishments.