

KaleidoScoops Job Application Date: _____

Note: We put a lot of weight on how this application is filled out in making our hiring decisions. Answer all of the questions - incomplete applications will not be considered.

Applicant Info:

Name/ Nickname: _____

Address (including town): _____

Phone (+cell if you have one): _____

Email (if you read it regularly): _____

Previous Job: _____

Previous Job: _____

Ideally, how many hours per week do you want to work? _____

If hired, what date can you start working? _____

If hired, any date after which you won't be able to work? _____

Which of the following times are you normally be available to work (check all that apply)?

- | | |
|---|---|
| <input type="checkbox"/> Afternoons after school | <input type="checkbox"/> Weekend days |
| <input type="checkbox"/> School nights | <input type="checkbox"/> Weekend nights |
| <input type="checkbox"/> Days during school vacations | <input type="checkbox"/> Summers only |

Will you be available to work (check off all that apply):

- July 4th Weekend Labor Day Weekend

Any other times or days during the week when you wouldn't be able to work? Please list: _____

Do you have any planned vacations for this summer? When, if so? _____

If under 18, are your parents aware that you're applying for this job? Yes ___ No ___

How will you get to work? _____

Are you a smoker? _____ If yes, can you work a 4-6 hour shift without smoking? _____

If we don't have an opening for a regularly scheduled shift, would you be interested in coming in to train, and then being on our "on call" list? Yes _____ No _____

Any other information we should know that would affect your ability to work here? _____

Name and Location of School:

High School: _____ Are you still attending? _____

College: _____ Are you still attending? _____

Subjects Studied and Degree(s): _____

If you are interested in a management or supervisor position please attach resume.

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If hired, what date can you start working? _____
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Which of the following times are you normally be available to work (check all that apply)?

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Our Requirements:

We expect our team members to be courteous and friendly - every customer gets a smile and a welcome. We want our customers to feel great about their visit, and our serving team is a huge part of making that happen. We expect you to treat everyone, especially your serving teammates, with professionalism and respect. We want you to have fun at work, but at the same time, we expect you to behave - we tolerate no horseplay and no harassment of any kind directed towards customers, other team members, or anyone else you come into contact with.

As much as we'd love to allow everyone the flexibility to work whenever is most convenient for them, the reality of our business is that most of our customer traffic occurs in the evenings and on the weekends, especially weekend nights. So those are the important times when we need you to be available to work so that our customers get the great service that they expect.

School responsibilities should come first, so we'll be as flexible as possible in scheduling shifts around your school or sports schedule. In return, we ask that you be flexible in understanding that if the weather is cold or rainy, we may need to cancel some shifts.

We have a limited number of shifts available during the afternoons, but we try to schedule no more than one or two afternoon shift per person each week, so that everyone who wants to gets a fair chance to work these less hectic shifts. A job requirement is that you be available to work every weekend during the summer (within reason: one or two missed weekends during the summer are understandable, provided you've let us know at least two weeks in advance.) If you can't commit to this, please don't apply!

Our minimum scheduling requirement is that you work one weekend closing shift, one other weekend shift (day or night), and at least one other shift any time during the week or weekend. The first instance where a weekend shift is unstaffed and you've not met this minimum requirement will result in a verbal warning. On a second occurrence, we'll replace you with someone off of our waiting list, and you'll either be moved from our "regular" scheduled staff list onto our "on call" list, or you'll be let go entirely.

I've read and understand these requirements, and I promise that I can commit to them:

Applicant's Signature

Date

Working in an ice cream shop looks like fun from the outside, but it's a lot of hard work. The customers can be demanding, it gets hot, there's lots of pressure, you have to work when other kids are out having fun, and you have to be willing to pick up trash, clean utensils, bathrooms, floors, etc. Do you think you can handle it? Use the rest of this page to tell us why you think you will like it. (You don't have to write a long essay - just a few sentences to tell us why you feel you'll enjoy being on our team - but we base a lot of our decision on how you answer this.)

JOB DESCRIPTION – STORE EMPLOYEE

The KaleidoScoops store employee is the tie between KaleidoScoops and the public. He is a representative of the company as well as the store. The employee deals with most of the customers of the store and is most responsible for presenting a clean and attractive store to every one of them. The store's image and identity are tied with the employee's performance of his duties. Below are the specific duties of the store employee:

- **Product Preparation:** The employee will scoop cones, hand-pack ice cream, prepare fountain items and perform basic dessert duties as prescribed during his training.
- **Customer Service:** The employee will be courteous and helpful with all customers as well as knowledgeable. He will be able to handle cash transactions with ease. The emphasis here is on service.
- **Cleaning and Stocking:** These are very important duties of the employee and will be continuously done during all shifts as well as at closing as prescribed during training.
- **Salesmanship:** The employee will display a working knowledge of all KaleidoScoop products and promotions and will use this to increase the average sale. He will attend monthly staff meetings to aid him in this area.
- **With Promotion and Advancement:** The employee will carry more responsibility. He will be involved with ice cream and supply ordering, advanced dessert duties, opening the store, minor financial duties and more.