

## Employment at Bottle House Bar

Please read carefully and consider if Bottle House is a good fit for you. Minimum qualifications are:

- At least 21 years of age
- Communicate clearly, patiently, and effectively
- Possess strong organizational and multi-tasking skills
- Ability to work well with others and maintain composure in busy, high-pressure, situations
- Have working knowledge of beer, liquor, wine, and common drink recipes
- Possess basic math skills, attention to detail necessary to handle money, and a basic understanding of any POS system
- Capable of standing for long periods of time
- Ability to reach, bend, stoop, and frequently lift at least 50 pounds
- Must have exceptional hygiene and grooming habits

We are a small staff of very dedicated and hard-working individuals. You are applying for employment with a successful establishment that takes pride in customer service, cleanliness, and efficiency. We rely heavily on each other to do the right thing without being reminded.

We call them “**Adult Rules**” whereby the expectation is you reliably show up on time, put in an honest shift of work for our customers, and follow our guidelines without excessive supervision.

**Example One:** A shift you are scheduled to work belongs to you. If you cannot work the shift, it is your responsibility to find a replacement to work the shift based on our scheduling guidelines.

**Example Two:** Ownership and management will not consistently ask you to stop distracting activity like mobile phone use or excessive talking with “friends” while working. The job is about the quick service to customers and maintaining an inviting – drama free - environment.

**Example Three:** We have small rules/guidelines related to keeping the bar clean and organized; you are expected to keep up with those requirements without being asked, work as a member of a team, and help with the little things. If you are the type to say, “that’s not my glass to pick up” instead of just grabbing something small when you’re not otherwise engaged with a customer, then Bottle House probably isn’t for you.

In summary, if you must be coddled, coached, or asked to put in the work – do not apply here.

However, if you enjoy the service industry and want to work in a professional but fun environment with generous customers, then please continue with this application.

Even if we do not currently have openings, we encourage those interested to submit a complete application regardless.

### **Submitting Employment Application:**

Step 1: Complete the below application and obtain an electronic copy of your driver’s license

Step 2: Send an electronic copy of the completed application and your driver’s license to: **bottlehousebar@gmail.com**

Step 3: Send a message to the Bottle House Facebook page (@bottle.house) letting us know you completed Steps 1 & 2.



## Employment Application

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*  
\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date Available: \_\_\_\_\_ Social Security #: \_\_\_\_\_ Desired Hourly Rate: \$ \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Do you have reliable transportation?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Are you legally authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Can you work where smoking is permitted inside?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Do you have experience handling credit cards?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever been cited for serving underage?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Do you have experience pouring liquor?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Do you have a valid driver's license?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Have you ever been terminated for serving underage?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever applied to work here before?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Do you have experience creating and making shots?	YES <input type="checkbox"/>	NO <input type="checkbox"/>

Clarification: \_\_\_\_\_

### Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

## References

Please list two professional references.

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

## Previous Employment

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Hourly Rate: \$ \_\_\_\_\_ Hourly with Tips: \$ \_\_\_\_\_  
Responsibilities: \_\_\_\_\_  
From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
YES NO  
May we contact the listed supervisor for a reference?

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Hourly Rate: \$ \_\_\_\_\_ Hourly with Tips: \$ \_\_\_\_\_  
Responsibilities: \_\_\_\_\_  
From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
YES NO  
May we contact the listed supervisor for a reference?

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Hourly Rate: \$ \_\_\_\_\_ Hourly with Tips: \$ \_\_\_\_\_  
Responsibilities: \_\_\_\_\_  
From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
YES NO  
May we contact the listed supervisor for a reference?

