

# Atlanta Bread Company/Bake One

## APPLICATION FOR EMPLOYMENT

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Atlanta Bread Company International, Inc. 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) \_\_\_\_\_

How did you learn about us?  
 Website  Employment Agency (specify: \_\_\_\_\_)  
 Advertisement (online)  Employee Referral (name of employee: \_\_\_\_\_)  
 Newspaper  Other: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

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

Telephone Number(s): Home: Work: Cell: Social Security Number: \_\_\_\_\_

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

### 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.

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.

**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.

Waiver of Jury Trial and Class/Collective Actions. I understand and agree that as a term and condition of working for "Atlanta Bread" (or any its predecessors and successors in interest, assignees, parents, subsidiaries, divisions, related companies, entities, and their past, present and future shareholders, owners, officers, directors, supervisors, managers, employees, or agents (collectively referred to as Atlanta Bread) I am waiving my right to have a jury trial to resolve any lawsuit related to my employment I may ever bring against. Any lawsuit that I may bring against Atlanta Bread will be tried to a judge without a jury.

I also understand and agree that I am waiving my right to participate as a member in a class or collective action lawsuit and/or act as a representative of a class of similarly situated individuals in any lawsuit against Atlanta Bread. I further agree that I will only pursue any claim or law suit relating to my employment as an individual, and will not lead, join, or serve as a member of a class or group of persons bringing such a claim or lawsuit.

Jury and Class/Collective Action Waiver

Jury Waiver

Your signature below indicates that you understand and agree that as a condition of your hire or continued employment, any lawsuit that you may bring against Atlanta Bread or any its predecessors and successors in interest, assignees, parents, subsidiaries, divisions, related companies, entities, and their past, present and future shareholders, owners, officers, directors, supervisors, managers, employees, or agents (collectively referred to Atlanta Bread as will be decided by a judge, without a jury. To the extent permitted by law, you are knowingly, voluntarily, and intentionally waiving any right you may have to a trial by jury in any litigation arising out of your employment with Atlanta Bread.

Class Action and Collective Action Waiver

Your signature below also indicates that you understand and agree that as a condition of your hire or continued employment, you waive any right you may have to be a lead and/or member of a Class or Collective action lawsuit or a representative of a Class or Collective action lawsuit against Atlanta Bread. You further agree that you will only pursue any claim or lawsuit relating to your employment as an individual, and will not lead, join, or serve as a member of a class or group of persons bringing such a claim or lawsuit.

I HEREBY ACKNOWLEDGE THAT I HAVE READ CAREFULLY, HAD THE OPPORTUNITY TO ASK QUESTIONS ABOUT, UNDERSTAND, AND VOLUNTARILY AGREE TO THE ABOVE CONDITIONS OF ANY EMPLOYMENT THAT MAY BE OFFERED TO ME BY ATLANTA BREAD.

- \* I am waiving my right to have a trial by jury to resolve any lawsuit related to my application, employment, or termination of employment;
- \* I am waiving my right to participate as a lead and/or member of a Class or Collective action lawsuit and/or serve as a class representative of similarly situated employees in any lawsuit against
- \* If I have any questions or comments regarding this Waiver, I am encouraged to contact any member of the Human Resource department.
- \* I have the right to consult an attorney about this waiver prior to signing it.

Federal law (Public Law 91.508) requires that we advise you that inquiry may be made which will provide applicable information concerning your character, general reputation, personal characteristics, and mode of living. Upon written request by you, additional information as to the nature and scope of the report, if one is made, will be provided.

Signature of Applicant

Date

