



**TORTONI CAFFÉ**

15060 Ventura Blvd Suite 130  
 Sherman Oaks, CA 91403

(818) 290-3570  
 info@tortonicaffe.com

**For Official Use Only**  
 Date Received: \_\_\_\_\_, 20\_\_  
 Reviewed by: \_\_\_\_\_  
 Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**EMPLOYMENT APPLICATION**

Tortoni Caffé provides equal employment opportunity to all qualified persons, and does not unlawfully discriminate against any person on the basis of race, color, creed, religion, sex, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

- Please -**
- Complete all items on the application, even if the information is included on your resume or other document submitted by you.
  - Sign and date your application.
  - Specify the exact title of the position in which you are interested.
  - Type or print all requested information.
  - If necessary, attach additional 8 ½ " x 11" sheets of paper to this application.
  - Submit your application to Tortoni Caffé - 15060 Ventura Blvd Suite 130 - Sherman Oaks, CA 91403. Att: Daniel Avaca (Managing Partner).

**Position Applying For:** \_\_\_\_\_

**PERSONAL INFORMATION**

1. Name (Last, First Middle)	3. Social Security # -- --	6. Driver's License (State/No.)
2. Address (Street)	4. Telephone Number ( ) -	7. Alternate Telephone ( ) -
Address (City, State, Zip Code)	5. Email Address	

**GENERAL INFORMATION**

Are you legally eligible for work in the U.S.A.?  Yes  No  
*(if yes, verification will be required)*

Have you ever applied to or worked for Tortoni Caffé before?  Yes  No  
 If so, when?

Are any of your relatives currently working for Tortoni Caffé? If so, please list name and department, if applicable.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of a felony? If yes, please explain.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you received full vaccination against COVID-19?	<input type="checkbox"/> Yes <input type="checkbox"/> No

**EMPLOYMENT REQUEST**

Minimum Salary Requested: \$ _____	If applicable, are you available for overtime? <input type="checkbox"/> Yes <input type="checkbox"/> No
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What is the earliest date you can begin work? \_\_\_\_\_

How did you hear about this position?  
 Recruiter  Internet Job Posting  Newspaper Classified  Company Website  Other \_\_\_\_\_

**EMPLOYMENT HISTORY**  
*\*Please begin with most recent employment*

May we contact your current employer?  Yes  No  Not Applicable

Employer: _____ Address: _____ Supervisor: _____ Telephone: ( ) _____ - _____	Dates of Employment: _____ to _____	Pay or salary Start: _____ Final: _____	Position: Duties: _____	Reason for Leaving: _____
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Employer: _____ Address: _____ Supervisor: _____ Telephone: ( ) _____ - _____	Dates of Employment: _____ to _____	Pay or salary Start: _____ Final: _____	Position: Duties: _____	Reason for Leaving: _____
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**EDUCATION**

School	Name	Location	Course of Study	Degree Obtained
High School/GED				
College/University				
Graduate School				
Vocational / Specialized				

**REFERENCES**

Name	Company	Title	Contact Information

**AVAILABILITY**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
AM							
PM							

Comments:

**SIGNATURE/CERTIFICATION**

I certify that the facts set forth in this application are true, complete, and correct to the best of my knowledge. I understand that any misrepresentations, falsifications, or omissions on this application can be grounds for rejection of my application or, if I am employed by this company, for my immediate termination from employment. I authorize Tortoni Caffé to make any necessary inquiries and investigations into my education, military, or employment history. I further authorize, unless otherwise indicated on this application, the release of my information to Tortoni Caffé by any of the schools, services, or employers listed on this application.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_