READY COFFEE

Employment Application

Thank you for your interest in joining the team!
If you're passionate about serving others and love coffee, you'll fit right in.

First, complete the attached application. Next, email it along with your resume to hello@readycoffeeco.com. Please include the store name in the subject line of the email.

FAQs



What position(s) are you hiring for?

Barista and Leadership Roles, full- and part-time

How old do you have to be?

Due to our shift times and NY state labor laws, 18 years or older

Do you offer seasonal employment?

No, we are looking for candidates who desire a long-term, year-round commitment.

What are your shift times?

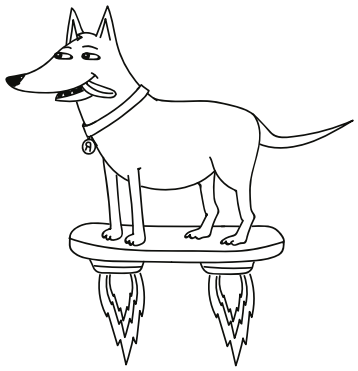
Our shifts are generally 6 hours long and separated into morning, mid, and night.



We are proud to be an equal opportunity employer. For more information, visit *www.readycoffeeco.com/join-us*

Name (First, Last):

_____



Address:

_____

_____

_____

Phone Number:

_____

Email Address:

_____

Are you 18 years of age or older?

☐ Yes ☐ No

Do you have reliable transportation to get to and from work?

☐ Yes ☐ No

Desired Position:

_____

If hired, when could you begin to work?

_____

Desired Hours Per Week:

_____

Desired Length of Employment:

_____

If hired, are you able to submit proof to work in the United States?

☐ Yes ☐ No

Which location are you applying to work at?

<u>Hudson Valley</u>

☐ LaGrange ☐ Newburgh

☐ Wappingers ☐ Hyde Park

☐ Middletown

<u>Long Island</u>

☐ Baldwin Atlantic ☐ Glen Cove

☐ Lynbrook ☐ North Baldwin

☐ Freeport ☐ Hewlett

Are you able to work at least 3 shifts per week?

☐ Yes ☐ No

AVAILABILITY

On the following page, mark any days or times you **CANNOT** work. Unless otherwise marked, it will be assumed you are able to work anytime during our normal operating hours. We will do our best to accommodate scheduling requests, however, requesting time off does not mean it is guaranteed.

SEPTEMBER 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

September Holidays
Labor Day - 7

OCTOBER 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

October Holidays
Columbus Day - 12
Halloween - 31

NOVEMBER 2026

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

November Holidays
Daylight Savings Time Ends - 1
Veterans Day - 11
Thanksgiving - 26

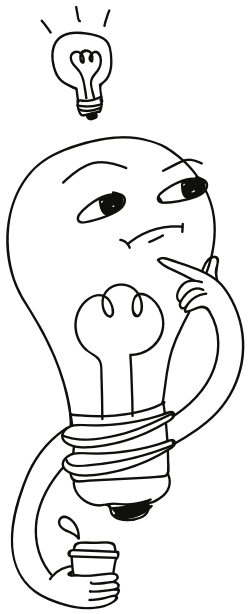
NOTES

Template Trove .com

WORK EXPERIENCE

Company	Position/Duties	Supervisor	Dates	Reason for Leaving

LEADERSHIP EXPERIENCE



Do you have any prior leadership or management experience?

☐ Yes ☐ No

If yes, please briefly describe your experience:

_____

_____

_____

Are you interested in growing into a leadership role in the future?

☐ Yes ☐ No ☐ Maybe / Open to learning more

EDUCATION

High School Name	City, State	# of Years	Diploma?

College or Trade School	City, State	# of Years	Degree?

Other	City, State	# of Years	Degree/Diploma?

REFERENCES

List three work, school, or professional references who we may contact. Do not list family or friends.

Name	Phone Number	Relationship to You	Years Known

May we contact? ☐ Yes ☐ No

Name	Phone Number	Relationship to You	Years Known

May we contact? ☐ Yes ☐ No

Name	Phone Number	Relationship to You	Years Known

May we contact? ☐ Yes ☐ No

Please read carefully, initial each paragraph, and sign below. Only completed and signed applications will be considered.

_____ I certify that the information provided on this document is true and correct to the best of my knowledge. I understand that any omission or misstatement of fact on this document used to secure employment will be grounds for immediate discharge if I am employed, regardless of the amount of time before discovery.

_____ I authorize Ready Coffee (and all affiliated entities) to investigate my work experience, references, education, and other matters related to the suitability of my employment unless specified above.

_____ I understand New York is an "at will" state, meaning if hired, my employment may be terminated at any time, with or without prior notice by myself or Ready Coffee.

_____ In compliance with Federal Law, all persons hired will be required to verify identity and eligibility to work in the United States and complete the required employment eligibility paperwork upon hire.

Applicant's Signature _____ Date _____

Ready Coffee is an equal opportunity employer and does not discriminate based on sex, race, color, religion, sexual orientation, age, or any other factors made unlawful under applicable Federal and State laws.