



# LUNA BAKERY & CAFE

DATE OF APPLICATION

## APPLICATION FOR EMPLOYMENT

Luna Bakery & Cafe shares the experience of real food, scratch pastry and local coffee in a cozy space where delighting our guests is our top priority. In 2011 we opened our first location in Cleveland Heights and in 2018 our 2nd location in Moreland Hills. In the summer of 2021 we opened our production facility in Midtown, Cleveland. At this facility we produce most of the sweet pastries sold at the cafes including our croissants, custom cake shop and sugar cookie department. Luna continued to grow in the summer of 2023 with the opening of our 3rd cafe location in downtown Cleveland. All employees benefit from flexible scheduling, and those working 30+ hours a week are eligible for health insurance, 401k, and PTO.

### PERSONAL INFORMATION

 PREFERRED NAME: \_\_\_\_\_ PRONOUNS: \_\_\_\_\_

LEGAL NAME: \_\_\_\_\_  
FIRST MIDDLE LAST

ADDRESS: \_\_\_\_\_  
STREET CITY STATE ZIP CODE

CONTACT: \_\_\_\_\_  
PHONE # EMAIL

ARE YOU 18 YEARS OR OLDER?  YES  NO IF NOT, DATE OF BIRTH: \_\_\_ / \_\_\_ / \_\_\_

ARE YOU AUTHORIZED TO WORK IN THE U.S.?  YES  NO

ARE YOU CONVICTED OF A FELONY?  YES  NO IF CONVICTED, PLEASE PROVIDE DETAILS:  
\_\_\_\_\_

### POSITION INFORMATION

 PLEASE SELECT AT LEAST 1 LOCATION

LOCATION:  CLEVELAND HEIGHTS  MORELAND HILLS  DOWNTOWN CLEVELAND  
 PRODUCTION FACILITY

JOB TITLE: \_\_\_\_\_ AVAILABILITY:  FULL TIME  PART TIME  SEASONAL \_\_\_\_\_

- FOH
- BOH LINE/PREP
- DISHWASHER
- PRODUCTION BAKER
- SUGAR COOKIE DECORATOR

Please select preferred days and times.

\*Working hours at the cafes are 6am - 5pm

	S	M	T	W	T	F	S
AM							
PM							

REFERRED BY: \_\_\_\_\_

### EDUCATION HISTORY

	NAME OF SCHOOL	YEARS ATTENDED	DEGREE RECEIVED
HIGH SCHOOL			
COLLEGE/ UNIVERSITY			
OTHER			

## EMPLOYMENT HISTORY

COMPANY: _____ _____	JOB TITLE & DUTIES:		
ADDRESS: _____ _____	DATES EMPLOYED:	PAY RANGE:	REASON FOR LEAVING:
PHONE #: _____			

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ADDRESS: _____ _____	DATES EMPLOYED:	PAY RANGE:	REASON FOR LEAVING:
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COMPANY: _____ _____	JOB TITLE & DUTIES:		
ADDRESS: _____ _____	DATES EMPLOYED:	PAY RANGE:	REASON FOR LEAVING:
PHONE #: _____			

HAVE YOU APPLIED TO LUNA BEFORE?  YES  NO

HAVE YOU WORKED AT LUNA BEFORE?  YES  NO

## REFERENCES

NAME: \_\_\_\_\_  
TITLE YEARS KNOWN PHONE # EMAIL

NAME: \_\_\_\_\_  
TITLE YEARS KNOWN PHONE # EMAIL

NAME: \_\_\_\_\_  
TITLE YEARS KNOWN PHONE # EMAIL

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

