

Coffee Shop



WANTED: Energetic young person to start immediately at our fast-paced downtown coffee shop. We are looking for a self-starter who can work under pressure, with a passion for serving the public. Duties: Serve customers promptly and with a smile. Handle cash and make change. Encourage customers to try some of our delicious baked goods with their coffee or tea. Promote our “Coffee Club” (10 coffees and the 11th coffee is free) customer loyalty card.

Applicants must be well-groomed and outgoing. Training will be provided but coffee shop or retail experience preferred.

Flexible schedule, suitable for students. Apply in person with résumé. No phone calls please. We thank all applicants for their interest, however, only persons selected for an interview will be contacted.

Energetic _____

Passion _____

Promptly _____

Encourage _____

Baked goods _____

Promote _____

Loyalty _____

Applicants _____

Well-groomed _____

Outgoing _____

Flexible _____

Résumé _____

Who would you hire?

Name: **Suzie**

Age: 17 years old but appears young for her age

Previous experience: Helped take care of her neighbor's little boy in the evening.

Reason for applying: Her mother is a widow and she wants to earn extra money to help her mother.

Characteristics: Suzie is very pretty. She is not talkative and appears to be very shy. She gets good grades in school, especially math, and seems intelligent. She is very nervous during the interview, her hands shake as she tries making a cup of coffee.

Goals in life: Suzie wants to go to become an administrative assistant.

Name: **Bradley**

Age: 19 years old

Previous experience: Worked at a coffee shop in his small home town.

Reason for applying: Wants a job in the city.

Characteristics: Bradley can provide no references for his previous job. He says he has lost touch with the owner of the coffee shop. During the interview, he offers to make a latte and he shows that he can do a good job making a fancy coffee. He has lots of self-confidence. He seems restless. His eyes glance everywhere and he jiggles his feet when he's sitting down.

Goals in life: Wants to be rich but doesn't know what he wants to do with his life.

Name: **Veronica**

Age: 18 years old

Previous experience: Has never had a job before but has been a member of many sports clubs and is clearly very active and energetic.

Reason for applying: Is thinking about opening her own store one day. She wants some retail experience.

Characteristics: Veronica wears very thick glasses and frankly she's not pretty like Suzie. She is animated and friendly and talks a lot. When trying out the coffee-making equipment, she stops working whenever she starts talking so it takes her a long time to make a cup of coffee.

Goals: Wants to become an entrepreneur.