



**Prana Natural & Organic – Employment Application**  
166 East Ridgewood Avenue  
Ridgewood, NJ 07450  
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**Our History**

Prana Natural and Organic, LLC., is a natural and organic cafe that was founded in 2006 in Ridgewood, NJ

**Mission Statement:**

The whole Prana Natural and Organic organization believes in a natural and healthy lifestyle. Prana strives to provide high quality food and beverage made with only the finest and freshest ingredients possible. Prana Strives to provide its customers with an inviting atmosphere along with fast, friendly, & honest service. Prana aims to provide its employees with a fair compensation package, an open line of communication, and great benefits that make them feel respected and proud to be part of the Prana family.

**Our Vision Statement:**

Prana aims to be the leader in the Natural and Organic cafe business by serving only the freshest and highest quality foods and drinks, having a great atmosphere and the best staff possible. Prana hopes to expand its business while still keeping the core values of a small family run business. Prana aims to be a fair and friendly work environment where employees are treated like partners in the business and have an open voice.

**As part of the Prana team, you will enjoy:**

Great compensation. Possible benefits and profit sharing. Bonus programs. Understanding of conflicts/scheduling issues. A friendly environment where you are free to communicate your concerns/opinions. Opportunities to grow and further your involvement with Prana Natural and Organic.

**Want to make a change? Prana provides opportunities to:**

Prana offers its employees unlimited possibility to advance your career. Share our passion for business success and to provide excellent customer service. When you work with Prana you become a member of the Prana family and aid in its success.

**A place to be somebody:**

At Prana every single employee matters and is treated with respect. Prana takes its relationship with its employees very seriously and holds it in high regard. Everyone is someone special at Prana.

**Making Prana better by making you better:**

At Prana we know that our success relies on your success. We have great training programs in not only preparing our top of the line food and drink, but also to aid you in your knowledge of the product. We not only sell food and drink but the story behind it. Every bit of effort you put into Prana, Prana will give back to you.

**Prana is an Equal Opportunity Employer**

The company will consider applications for all positions without regard to race, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. The company is an equal opportunity employer. All applications may be subject to pre-employment drug testing.

**Please read carefully – Print clearly – Answer all questions**

The questions on this form are asked to allow us to thoroughly evaluate your ability and chance for success in the position for which you are applying. Every effort has been made to comply with applicable Federal and State laws.

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Date of Application: \_\_\_\_\_

**Referral Sources:**

- Advertisement
- Employment Agency
- Employee
- Government Employment Agency
- Airport Employee
- Other
- Walk-In
- Black Mesa
- Relative

Referring Person(s) Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

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**Personal Information:**

Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Present Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Permanent Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Alternate Phone 1: \_\_\_\_\_ Alternate Phone 2: \_\_\_\_\_

Position: \_\_\_\_\_ Date you can start: \_\_\_\_\_

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**Please provide the last five years of residence history. Begin with your present address.**

Present Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Prior Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Prior Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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**Employment Desired:** \_\_\_\_\_

Position: \_\_\_\_\_ Date you can start: \_\_\_\_\_ Salary Desired: \_\_\_\_\_ Shift Desired: **AM or PM**

Are you currently employed? **Yes or No**

If so, may we inquire of your present employer? **Yes or No**

Present Employer name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_

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Ever applied or worked at Prana before? **YES or NO**

If applied, when: \_\_\_\_\_

If worked, dates of employment: \_\_\_\_\_

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**Employment History:**

List the last 10 years of employment, including assignments, or volunteer activities, starting with the most recent, including military experience. Explain any gaps in employment in the comments section below.

In order to verify your current and/or prior employment, it is **extremely important** to include the name of supervisor(s) and the phone number of the establishment(s).

Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Address: \_\_\_\_\_

Job title: \_\_\_\_\_ Name of Supervisor: \_\_\_\_\_

May we contact them? **Yes or No** Reason for Leaving: \_\_\_\_\_

Dates employed: From: \_\_\_\_\_ to \_\_\_\_\_

Starting Salary: \_\_\_\_\_ Ending Salary: \_\_\_\_\_

Work performed & job responsibilities: \_\_\_\_\_

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Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Address: \_\_\_\_\_

Job title: \_\_\_\_\_ Name of Supervisor: \_\_\_\_\_

May we contact them? **Yes or No** Reason for Leaving: \_\_\_\_\_

Dates employed: From: \_\_\_\_\_ to \_\_\_\_\_

Starting Salary: \_\_\_\_\_ Ending Salary: \_\_\_\_\_

Work performed & job responsibilities: \_\_\_\_\_

\_\_\_\_\_

Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Address: \_\_\_\_\_

Job title: \_\_\_\_\_ Name of Supervisor: \_\_\_\_\_

May we contact them? **Yes or No** Reason for Leaving: \_\_\_\_\_

Dates employed: From: \_\_\_\_\_ to \_\_\_\_\_

Starting Salary: \_\_\_\_\_ Ending Salary: \_\_\_\_\_

Work performed & job responsibilities: \_\_\_\_\_

\_\_\_\_\_

Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Address: \_\_\_\_\_

Job title: \_\_\_\_\_ Name of Supervisor: \_\_\_\_\_

May we contact them? **Yes or No** Reason for Leaving: \_\_\_\_\_

Dates employed: From: \_\_\_\_\_ to \_\_\_\_\_

Starting Salary: \_\_\_\_\_ Ending Salary: \_\_\_\_\_

Work performed & job responsibilities: \_\_\_\_\_

\_\_\_\_\_

**Education History:** \_\_\_\_\_

Grammar School: \_\_\_\_\_ Years Attended: \_\_\_\_\_ Graduate: \_\_\_\_\_

High School: \_\_\_\_\_ Years Attended: \_\_\_\_\_ Graduate: \_\_\_\_\_

College: \_\_\_\_\_ Years Attended: \_\_\_\_\_ Graduate: \_\_\_\_\_

Other Schools: \_\_\_\_\_ Years Attended: \_\_\_\_\_ Graduate: \_\_\_\_\_

Trade Schools: \_\_\_\_\_

Business Schools: \_\_\_\_\_ Correspondence Schools: \_\_\_\_\_

Certificated or Certifications: \_\_\_\_\_ Continuing Education Classes: \_\_\_\_\_

**Certification of accuracy and authorization for the release of information:**

I certify that the information I provided is true, correct and complete in all material aspects. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in termination. I also understand that I am required to abide by all rules and regulations of this company.

In connection with my application for employment with this company, I hereby authorize this company and any of its officers, agents, employees, and servants to solicit all relevant information with regard to this application. This authorization includes, but is not limited to, matters of opinion(s) relating to my character, ability, reputation, credit history, and past conduct. I understand that such information will be used by this company in making its decision regarding my employment.

I hereby authorize and request all persons, schools, companies, corporations, government units, credit bureaus, and law enforcement agencies to release such requested information to this company and its agents without restrictions or qualification. I voluntarily waive all resource and release all such information from liability for complying with this authorization.

I hereby release and discharge this company, its agents and servants, their respective parents, subsidiaries, affiliates, successors, and assigns, and their respective shareholders, officers, directors, employees, former employees, agents, contractors, and attorneys from any claims or liability, including employment investigation, the ultimate employment determination, and the disclose of the information as described herein and as required by the law, and any termination of my employment because of the falsity, answers or omissions made by me in this application.

I herby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this company is of an "at will" nature, which means that this company may discharge me at any time with or without cause, and with or without notice. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless an authorized executive of this company specifically acknowledges such change in writing.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_