



Application for Employment

Thank you for your interest in working for Sand and Sea Enterprises, LLC. Sand and Sea owns both The Reader's Cove and The Half Moon Bay Coffee Company. Before beginning the application process, please review the job requirements for working for us.

Job Requirements:

- Must be able to work a minimum of 4-8 hours weekly
- All staff must work in both the coffee shop and the bookstore. No exceptions.
- Must be able to attend a monthly store meeting. Tentatively, we are expecting that to be on a Saturday morning before the opening of the book store.
- You must read one book a month and be able to give an oral presentation (under 2 minutes) to the rest of the staff members at the monthly meeting.
- You must volunteer 2 hours a month for a local charity. Sand and Sea will pay for these two hours as regular pay.
- You must post a personal goal on the goals board. For example: if you list you want to learn to play the piano, we expect you to start lessons, practice and invite the staff to your first recital. You will be held accountable to this goal just as any other job assignment. Choose your goals carefully.

Store information:

Half Moon Bay Store Hours: 6:00 a.m. to 10:00 p.m.
The Reader's Cove Store Hours: 9:00 a.m. to 11:00 p.m.

Address: 1001 E. Harmony Rd, Unit C, Fort Collins CO 80525

Phone numbers (please note that these numbers won't be functional until after 10-15-06):

HMB: 970-282-3736

Readers: 970-266-1618

Application Instructions

This application is unlike most other applications you have submitted for employment. That is good, because we are unlike any other employer you have had. Finding this application was the first test to confirm that you have the skills we require for all our employees. Next step: Answer the following questions and submit your responses via email to ckaine@frii.com. Please note, this is your second job “test”, don’t cheat yourself out by just sending a resume. We are looking for a love of books, retail and unique experience skills, enthusiasm and creativity:

Name

Address

Phone Number

Email Address

List the most recent 3 jobs you have had. Include address of the employer, a contact number and name of a supervisor we can speak with, last wage rate and why you left.

List any skills you feel will help you as an employee of Sand and Sea.

What was the last book you read? How long ago did you finish it? Summarize in 150 words or less the story and what you thought of it.

What charity organizations have you worked with in the past? Are there any others that you would be interested in working with and why? (If none, list those you would like to work with.)

What do you see yourself doing in one year/three years/five years? (Hint: we are not looking to hear you say you want to be working for us. Be honest and thoughtful)

What are your personal goals you want to achieve in the next year/three/five years?

In the last two years, tell us about one fun or exciting thing you have done.

Why should we hire you?

*Please note, the next step of the hiring process is a formal interview and standard application, so be prepared to write this information longhand at sometime in the future. Good luck, we look forward to hearing from you.