The Herbfarm Application Process

1. **The Phone Interview:** The personal coordinator reviews applications and will contact you for more information.

2. **The Profile and Interview:** Upon successful completion of the phone interview, you will be invited to come to the restaurant for a 45-60 minute interview. This involves completing a Personal Profile System related to your behavior and preferences in the workplace. Followed by an interview with your potential supervisor(s).

3. **The Application:** The application may be completed here or taken with you and completed at your leisure.

4. **The Try-Out Day:** After the interview, if all goes well, the supervisor will ask you to schedule a try-out day; so both parties can get a feel for the match. This working try-out is paid at the rate you would most likely be paid if you are hired.

5. **The Nitty-Gritty:** Again, if all goes well, at the end of your try-out day, you will be contacted with a job offer. If you accept the position, you will be asked to schedule an appointment with the personnel coordinator. At that time, you will visit the office to review The Herbfarm employee handbook, employee benefits, and policies and fill out any necessary forms.
Employment Application

Name ___________________________________________ Date _________________________

Address __________________________________________________________________________

City/State/Zip _______________________________________________________________________

Social Sec. #_____________________Day Phone______________ Night Phone ________________

Email Address________________________________________________________________________

Position Applied for: _____________________________________________________________

Desired Salary Range: __________________________________________ Desired Hours: _______

______________________________________________________________________________ Available Weekends? _______

Circle the highest level of education completed:
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 Graduate

Degree(s)/Institution/Year: _________________________________________________________

List your last two places of employment and describe your duties:

Company/City/State __________________________________________________________________

Start Date ___________________________________________ End Date _______________________

Supervisor and Phone __________________________________________________________________

Position and Duties ___________________________________________________________________

______________________________________________________________________________

Why did you leave? __________________________________________________________________

Company/City/State __________________________________________________________________

Start Date ___________________________________________ End Date _______________________

Supervisor and Phone __________________________________________________________________

Position and Duties ___________________________________________________________________

______________________________________________________________________________

Why did you leave? __________________________________________________________________

List jobs, education, or past experience which you believe relate to the position for which you are applying.

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________

______________________________________________________________________________
Briefly tell us why you want this position, what you hope to learn, and how long you would expect to work with The Herbfarm.

__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________

Please list circumstances or events which might affect your work schedule (for example, school, spouse’s schedule, family commitments, other work, forthcoming vacations, family reunion, etc.):

__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________

Please take a moment to describe yourself:

__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________
__________________________________________________________________________________

Please list seven personal characteristics of people whom you:
   a) Interact with most effectively:

__________________________________________________________________________________

   b) Interact with least effectively:

__________________________________________________________________________________

   c) List seven personal needs you must have satisfied in order to be motivated and committed to your environment.

__________________________________________________________________________________
__________________________________________________________________________________

How did you hear about this job opening? ________________________________________________

Thank You!

Please return completed application to
The Herbfarm • 14590 NE 145th St • Woodinville, WA 98072
425-485-5300 • fax 425-424-2925
www.theherbfarm.com • email: reservations@theherbfarm.com
Do you have experience as listed in the job description? Please explain: