

Copper Mill Canteen Company

Job Application

Name: _____

Teacher: _____

How would your teacher rate your work habits? Circle One.

1 2 3 4 5 6 7 8 9 10 (1 = poor, 10=excellent)

How would your teacher rate your conduct? Circle One

1 2 3 4 5 6 7 8 9 10 (1=poor, 10=excellent)

Place a ✓ (check) in the box indicating your area of interest:

Sales

Marketing

Finance

Operations

Keep in mind that the CCC Team may be involved in different areas

Job Descriptions:

Sales--

- *Responsibilities and Duties:* The Sales Department will focus on direct customer sales. The sales team must be friendly, reliable, and responsible.

Marketing-

- *Responsibilities and Duties:* The Marketing Team will work with advertisements, surveys, and expansion of the company. The marketing team should be creative and effective communicators.

Finance-

- *Responsibilities and Duties:* The Finance Group will count and receipt monies, and give financial reports.
- *Individuals working in this area should posses these skills:* counting money, making change, and financial reporting.

Operations –

- *Responsibilities and Duties:* The operations team main duty consists of interpreting reports, scheduling personnel, and organizing meetings.

Once you have checked the box of the job you want to apply for, please fill out the questionnaire on the back of this application.

