

MOSCOW FOOD CO-OP APPLICATION FOR EMPLOYMENT

The Moscow Food Co-op is an Equal Opportunity Employer. Candidates are considered without regard to race, age, religion, national origin, political or union membership, marital status, sexual orientation or gender. Physical or mental handicaps will be considered only as they may relate to bona fide job requirements.

Date _____

Name _____

Address _____ City _____ Zip Code _____

Phone _____ Email address: _____

Position Applied For _____ Date Available for work _____

Would you be interested in other jobs at the co-op? _____ Pay requirements? _____

Where did you hear about job openings at the co-op? _____

Maximum number of hours per week you would work? _____ Minimum hours? _____

Are there any hours or days you could not work? Please include your class schedule if applicable. _____

*Are you able to carry out the essential functions of a job at the Co-op with or without reasonable accommodations?

YES: NO: If no, please

explain: _____

Do you expect to be absent any time in the next 6 months? _____

Do you have any commitments to another employer or school that might affect your employment with our company? If so, explain:

PRIOR WORK HISTORY: List in order, beginning with most recent or present employer. If you don't want us to contact a previous or present employer, please say so.

Dates: Employer _____ Address _____
From To Contact Person _____ Phone _____
_____ Responsibilities _____

Pay Rates: Reason for leaving _____

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OVER

Please state where and when you acquired skills and experience in the following areas:

Cashiering _____

Retail Merchandising _____

Produce _____

Natural Foods _____

Food Service _____

Customer Service _____

Computers _____

Co-ops _____

Are there other experiences or skills that you feel would especially qualify you to work for the Moscow Food Co-op?

What are your goals for the future, career or personal? How would working at the co-op fit into your plans?

*Have you ever been convicted of, or entered a plea of guilty, no contest, or had a withheld judgment to a **felony** or have you ever had to register as a **sex offender**?

YES: NO: If yes, give date, place and nature of the offence. (An affirmative answer will not automatically disqualify you from being considered for employment.)

* _____

*By signing below: I authorize the Moscow Food Co-op to check my criminal convictions records.

Applicant Authorization Signature:

* _____

*If hired, could you show evidence of your right to work in the US? YES: NO:

I authorize my present and former employers (unless otherwise indicated on this application) to release to the Moscow Food Co-op any information concerning my employment, including my job performance. Further, I release all these parties from liability for any damage, (except that resulting from misrepresentation,) which might result from furnishing this information.

The information provided on this application (and accompanying resume, if any) is true and complete to the best of my knowledge. I understand that falsified information or significant omissions may disqualify me from further consideration and may be considered justification for dismissal if discovered at a later date.

Employment at Will: I understand that employment with the Moscow Food Co-op is for no definite period of time. Moscow Food Co-op and its employees have at all times the right to terminate the employment relationship.

* _____

Applicant Signature

We request that you please attach a resume and two letters of recommendation.
(Items marked with an asterisk * require mandatory response & signature before application will be considered.)