



EMPLOYMENT APPLICATION

Please complete the entire application. Attach a separate sheet if you need extra space to answer questions. You can also attach a resume and cover letter.

Position you're applying for: _____

WHAT KIND OF WORK INTERESTS YOU MOST?

Please indicate which of the following job types you're interested in pursuing.*

CUSTOMER SERVICE
Includes front end positions. Primary functions include hospitality, cashiering, light janitorial work, and assisting with restocking and receiving when needed.

BUYING
Includes purchasing for specific store departments, including Wellness, Produce, Fresh Foods, Grocery and Bulk Foods. Primary functions include customer service, ordering, receiving, stocking, tracking sales and other data, and assisting with promotions.

FOOD SERVICE
Includes Deli positions. Primary functions include food prep, dishwashing, packaging, stocking, light janitorial work, and maintaining high food safety standards.

MANAGEMENT
Includes department managers, marketing, and administrative positions. Primary functions include planning and evaluating department programs; hiring, training, and supervising staff; developing and implementing systems, policies, and procedures; fiscal and budgetary responsibilities.

*These descriptions are only examples. For specifics, refer to full job descriptions.

TELL US ABOUT YOU

Full Name		Today's Date
Address		
City	State	Zip Code
Phone	Email Address	

If hired, can you provide evidence of your right to work in the United States?
Yes _____ No _____

WHEN ARE YOU AVAILABLE?

When can you start? Date: _____
How many hours per week can you work? _____

Hours of Operation		List hours you're available and willing to work.
Monday	8 a.m. to 8 p.m.	
Tuesday	8 a.m. to 8 p.m.	
Wednesday	8 a.m. to 8 p.m.	
Thursday	8 a.m. to 8 p.m.	
Friday	8 a.m. to 8 p.m.	
Saturday	8 a.m. to 8 p.m.	
Sunday	10 a.m. to 7 p.m.	

WHY DO YOU WANT TO WORK HERE?

PRIOR WORK EXPERIENCE: List in order your last three jobs, beginning with the most recent.

EMPLOYER INFORMATION

Employer	City	
Title	Date Started	Date Ended
Responsibilities		

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Employer	City	
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Employer	City	
Title	Date Started	Date Ended
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Do you have formal experience (six months or more) with any of the following? Check all that apply.

- | | | |
|---|---|--|
| <input type="checkbox"/> Supervision | <input type="checkbox"/> Food Safety (i.e., ServSafe or state-issued food handler's card) | <input type="checkbox"/> Receiving Equipment Operation |
| <input type="checkbox"/> Training | <input type="checkbox"/> Commercial Food Equipment | <input type="checkbox"/> Cross-Cultural Competency |
| <input type="checkbox"/> Open Book Management | <input type="checkbox"/> Inventory Management | <input type="checkbox"/> Microsoft Office Suite |
| <input type="checkbox"/> Cooperatives | | |

I authorize my present and former employers (unless otherwise indicated on this application) to release to Fairbanks Community Cooperative Market Inc. (DBA as Co-op Market Grocery & Deli) any information concerning my employment, including my job performance. Further, I release all these parties from liability for any damage (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. I understand that because Co-op Market Grocery & Deli has elected to 'ban the box,' all potential employees are eligible for a random background check.

I understand that employment with Co-op Market Grocery & Deli is for no definite period of time. Co-op Market Grocery & Deli has the right to terminate the employment relationship at any time.

APPLICANT SIGNATURE

DATE