

HARVEST CO-OP MARKETS APPLICATION FOR EMPLOYMENT



We consider all applicants without regard to race, color, religion, sex, sexual orientation, age, ancestry, national origin, qualified disability, veteran status, or any other basis prohibited by federal or state law. As an equal opportunity employer, Harvest fully complies with all federal and state laws and the information requested on this application will not be used for any purpose prohibited by law. Disabled applicants may request any needed accommodations.

PERSONAL INFORMATION

Today's Date _____

Name _____ Phone _____
 Address _____ City _____ State _____ Zip _____

Are you at least 18 years old? Yes _____ No _____
 If under 18 years of age, a work permit from your school is required.

If hired, can you furnish documentation proving that you are authorized to work in the United States?
 Yes _____ No _____

How did you hear about Harvest Co-op Markets? _____

Position you are applying for _____
 Any other position that is of interest _____

Date you can start _____ Wage/Salary expected _____

Have you ever worked at the Co-op before? Yes _____ No _____ If yes, when? _____

Have you ever been convicted of a felony? (Conviction of a felony will not necessarily disqualify you from employment). Yes _____ No _____

If YES, please explain:

EDUCATION/SKILLS

High School _____ City/State _____ Graduate? Yes _____ No _____

College _____ City/State _____

Program/Major Degree _____ Received _____

List any specific skills, education, experience or qualification you have that you think would be useful in the position you are applying for _____

| JOB HISTORY: List your last three employers. Complete all section, including contact number. (You may include volunteer position if you wish). | | | |
|--|----------------------|---------------------------------------|--|
| Dates Employed From _____ To _____ | Company Name/Address | Phone # | |
| Salary Start _____ Final _____ | | Supervisor Name/Title | |
| Position/Duties | Reason for Leaving | May we contact? Yes _____ No _____ | |

| | | |
|--|----------------------|---|
| Dates Employed From To | Company Name/Address | Phone # |
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| | | |
|--|----------------------|---|
| Dates Employed From To | Company Name/Address | Phone # |
| Salary Start Final | | Supervisor Name/Title |
| Position/Duties | Reason for Leaving | May we contact? Yes _____ No _____ |

| Please list the days and hours you are AVAILABLE to work | | | | | | |
|--|--------|---------|-----------|----------|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | | | | |

What is the total number of hours you are available to work weekly?

Are you able to lift up to 40 pounds repeatedly? Yes _____ No _____

Are you able to work in walk in coolers? Yes _____ No _____

Do you speak English fluently? Yes _____ No _____

List any other languages that you speak fluently: _____

At Harvest Co-op, our job is to move large amounts of foods as quickly as possible, and provide exceptional customer service at the same time. What skills or abilities do you bring to the Co-op that will help us to accomplish this?

Why do you want to work at Harvest Co-op?

I understand that the receipt of this application does not imply that I will be employed. The statements and information furnished by me in this application are true and complete. I understand that I may be subject to immediate dismissal or refusal to hire if at any time Harvest Coop Markets discovers any material falsification, omission, or misrepresentation of fact in this application. I authorize Harvest Coop Markets to conduct a background inquiry to verify the statements and information on this application, other documentation that I have provided, and other areas that may include prior employment, consumer credit, criminal convictions, motor vehicle history, and other reports. I authorize all previous employers or other persons who have knowledge of me, or my records, to release such information to Harvest Coop Markets. I hereby release any individual, agency, and Harvest Coop Markets from all claims or liabilities whatever that may arise from the disclosure of such information. I understand that all employees of Harvest Coop markets are employees at will. If hired, I will be free to resign at any time. Likewise, Harvest Coop Markets will have the right to terminate my employment at any time with or without any reason or notice, regardless of the date of payment of my wages or salary. Neither this application, the Harvest Coop Markets' Employee Handbook, or any other employment policy or document given to employees is intended to create, nor should such documents be construed as creating, an express or implied contract.

My signature signifies that I have read and agree with the above statements.

Signature _____ Date _____

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.

M.G.L. c. 149, S19B(2)(b).

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|-------------------------------------|
| For Office Use Only: |
| Date Called: _____ Called By: _____ |
| Comments: _____ _____ |
| Status: _____ |

