



# Application for Employment

Thank you for your interest in working at the co-op! Just Local Food Co-op is, like all cooperatives, based on the values of self-responsibility, democracy, solidarity, openness, and social responsibility. If this sounds like something you would like to be a part of, grab a pen and tell us a little about yourself!

Today's Date: \_\_\_\_\_ Date Available: \_\_\_\_\_

Position(s) Applying For: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Why do you want to work at the co-op?

Ideal # of shifts per week: \_\_\_\_\_ Ideal # hours per week: \_\_\_\_\_

Starting Pay Requirements: \_\_\_\_\_

Hours you are AVAILABLE to work: (the co-op is open 8am-9pm, 7 days a week)

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>	<b>Saturday</b>	<b>Sunday</b>
from:	from:	from:	from:	from:	from:	from:
to:	to:	to:	to:	to:	to:	to:

Just Local Food Cooperative makes an effort to accommodate staff schedule needs, but cannot guarantee a set or specific work schedule.

Other time commitments (school, another job, volunteer positions, etc)

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## Education

	Where?	When?	Graduate?	What did you Study?
High school				
Advanced				
Advanced				
Other				

## Work History

At Just Local Food Co-op, we take pride in giving personalized and knowledgeable service. We serve our community with patience, respect, and compassion. We are dedicated to our mission of quality, sustainability, and excellent customer service.

Please give an example of how as an employee of the co-op you can help us achieve these goals.

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List your three most recent positions in consecutive order starting with the most recent:

Employer: _____	Dates of Employment: _____
Address: _____	
Contact person: _____	Phone: _____
Responsibilities: _____	Pay: _____
Reason for leaving: _____	May we contact this employer: _____

Employer: \_\_\_\_\_ Dates of Employment: \_\_\_\_\_

Address: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

Responsibilities: \_\_\_\_\_ Pay: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_ May we contact this employer: \_\_\_\_\_

Employer: \_\_\_\_\_ Dates of Employment: \_\_\_\_\_

Address: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

Responsibilities: \_\_\_\_\_ Pay: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_ May we contact this employer: \_\_\_\_\_

What did you like most about one of these jobs?

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What did you like least about one of these jobs?

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Please describe any skills you have in the following areas: Customer Service, Natural Foods, Food Service, Retail Merchandising, Cashiering, Marketing, Produce, Deli, Nutrition, Computers, or Cooperatives.

Please attach additional paper if needed.

What are your personal or career goals? How would working at the co-op help you in your plans?

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What qualities do you look for in an employer?

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What does superior customer service mean to you?

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## References:

Name	Relationship	Address	Phone Number

Were you referred by a co-op employee? \_\_\_\_\_ If yes, who? \_\_\_\_\_

Have you ever been convicted of a felony? If so, give date, place, and nature of the offense.  
(An affirmative answer will not automatically disqualify you from consideration.)

If hired, could you show evidence of your right to work in the United States? \_\_\_\_\_

The information provided in this application is true and complete to the best of my knowledge. I understand that false information or omissions may disqualify me from further consideration and may result in my dismissal if discovered at a later date.

I authorize any person, school, employer, or organization named on this application to provide Just Local Food Cooperative with relevant information that may be useful in making a hiring decision.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Thank you for taking the time! If you would like to include a resume or any additional materials, feel free. Your application will be passed to the appropriate people, and we will keep it active for six months. If after six months you are not working here and wish to re-apply, please do so. Have a great day.