



979 Swan Lake Ave | Swanville, Me 04915 | (207) 338-4029

Employment Application

Personal Information

Name _____

First

Middle Initial

Last

Address _____

Home Phone (____) _____ Cell(____) _____

Are you a Citizen of the United States? YES NO

If no, are you authorized to work in the United States? YES NO

Are you over the age 18? YES NO If no, Date of Birth ____/____/____

Have you been convicted of, or plead no contest to a felony? YES NO

If yes, Please explain: _____

Position Availability

We are a store that operates nights and weekends. It is important that we understand which days you Are available to work. Below, please indicate which **Days** and **Times** you are available. If you are unavailable for particular days, please write "Not Available" on that day below.

Days and Hours Available:

| | |
|-----------|--|
| Sunday | |
| Monday | |
| Tuesday | |
| Wednesday | |
| Thursday | |
| Friday | |
| Saturday | |

Positions Applying for:

| | | | |
|--------------------------|------------|--------------------------|-------------|
| <input type="checkbox"/> | Deli Dept. | <input type="checkbox"/> | Meat Dept. |
| <input type="checkbox"/> | Cashier | <input type="checkbox"/> | Stock Clerk |
| <input type="checkbox"/> | Redemption | <input type="checkbox"/> | Other |

This is a Retail Environment. Much of our business is in the Afternoon and Weekends.

Minimum work hours per week: _____ Maximum hours per week: _____

Are you available to be called in? YES NO

What date can you start working? ____/____/____

Special skills and Qualifications: _____

Education:

| | | |
|------------------|------------------------|-------------------------|
| <u>School 1:</u> | <u>Diploma/Degree:</u> | <u>Graduation Date:</u> |
| <u>School 2:</u> | <u>Diploma/Degree:</u> | <u>Graduation Date:</u> |
| <u>School 3:</u> | <u>Diploma/Degree:</u> | <u>Graduation Date:</u> |

Work History:

| | | | | |
|--------------------------|-------------------------------|------------------------------------|-----------------------|----------------------------|
| <u>Company 1:</u> | <u>Supervisor name:</u> | <u>May we contact?</u> YES NO | <u>Phone:</u> | <u>Address:</u> |
| <u>Job Title:</u> | <u>Start & End Dates:</u> | <u>Starting Salary:</u> | <u>Ending Salary:</u> | <u>Reason for leaving:</u> |
| <u>Company 2:</u> | <u>Supervisor name:</u> | <u>May we contact?</u> YES NO | <u>Phone:</u> | <u>Address:</u> |
| <u>Job Title:</u> | <u>Start & End Dates:</u> | <u>Starting Salary:</u> | <u>Ending Salary:</u> | <u>Reason for leaving:</u> |
| <u>Company 3:</u> | <u>Supervisor name:</u> | <u>May we contact?</u> YES NO | <u>Phone:</u> | <u>Address:</u> |
| <u>Job Title:</u> | <u>Start & End Dates:</u> | <u>Starting Salary:</u> | <u>Ending Salary:</u> | <u>Reason for leaving:</u> |

References:

| | | | | |
|-----------------------|---------------|-----------------|-----------------|----------------------|
| <u>Name 1:</u> | <u>Phone:</u> | <u>Company:</u> | <u>Address:</u> | <u>Relationship:</u> |
| <u>Name 2:</u> | <u>Phone:</u> | <u>Company:</u> | <u>Address:</u> | <u>Relationship:</u> |
| <u>Name 3:</u> | <u>Phone:</u> | <u>Company:</u> | <u>Address:</u> | <u>Relationship:</u> |

Disclaimer Signature:

I certify that my answers are true and complete to the best of my knowledge. I understand that misleading or false information in my application or at my interview may result in my **immediate release**. I authorize any or all information above.

Signature: _____ Date: ____/____/____