

OWG Job Application

* Required

Personal Information

1. **Name ***

Last, First, Middle, Maiden

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2. **Date of Application ***

Example: December 15, 2012

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3. **Current Address ***

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4. **City ***

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5. **State ***

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6. **Zip Code ***

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7. **Telephone ***

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8. **Email Address ***

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9. **Social Security Number ***

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10. **Position applied for ***

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11. Salary desired *

Please be specific.

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12. Are you above the age of 18? *

Check all that apply.

Yes

No

13. If no, can you provide a work permit?

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14. Are you a citizen of the United States? *

Check all that apply.

Yes

No

15. If not, are you authorized to work in the U.S.?

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16. Have you ever been convicted of a felony? *

Mark only one oval.

Yes

No

17. If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation.

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Educational History

Please list all educational history, including a list of schools attended (name + address), # of years completed, and any major/degree.

18. College/Tech School Education

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19. High School Education *

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References

Please list three references, include contact information for each.

20. Reference #1 *

Please list three references, include contact information for each.

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21. Reference #2 *

Please list three references, include contact information for each.

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22. Reference #3 *

Please list three references, include contact information for each.

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Past Employment

Please provide a list of work experience from most recent to least recent for your last 3 Employers. Please include employer address, name of supervisor, dates of employment, salary, title, and reason for leaving.

23. Employer #1

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24. Employer #2

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25. Employer #3

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26. Additional Work Information

Please summarize any additional information necessary to describe your qualifications for the specific position you are applying for.

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27. May we contact your current employer?

Mark only one oval.

- Yes
- No

Additional Information

28. Days available *

Check all that apply.

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

29. How many hours can you work weekly? *

.....

30. Can you work nights? *

Check all that apply.

- Yes
- No

31. Employment desired *

Mark only one oval.

- FULL-TIME only
- PART-TIME only
- FULL or PART-TIME

32. Do you have a driver's license? *

Mark only one oval.

- Yes
- No

33. License number

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34. State of issue

.....

35. What is your means of transportation to work?

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36. License Type

Check all that apply.

- Operator
- Commercial (CDL)

37. Accident History

Please list any accidents or moving violations within the past three years.

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Military Information

38. Have you ever been in the Armed Forces?

Mark only one oval.

Yes

No

39. Are you now a member of the National Guard?

Mark only one oval.

Yes

No

40. Military History

Please list your specialty, date entered, and discharge date as appropriate.

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Disclaimer

Olean Wholesale Grocery Co-Op provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, Olean Wholesale Grocery Co-Op complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

Olean Wholesale Grocery Co-Op expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of Olean Wholesale Grocery Co-op's employees to perform their job duties may result in discipline up to and including discharge.

41. Signature *

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

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42. Date *

Current Date

.....
Example: December 15, 2012

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