



# Employment Application

1141 Emmet St., Charlottesville, VA 22903

## PERSONAL INFORMATION

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

Name: \_\_\_\_\_  
LAST FIRST MIDDLE

Present Address: \_\_\_\_\_  
STREET CITY STATE ZIP

Permanent Address: \_\_\_\_\_  
(IF APPLICABLE) STREET CITY STATE ZIP

Phone # (home): \_\_\_\_\_ (cell): \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Referred by: \_\_\_\_\_

## EMPLOYMENT DESIRED

Position: \_\_\_\_\_

Date you can start: \_\_\_\_\_ Salary Desired: \_\_\_\_\_

What kind of employment do you want?  Full Time  Part Time  Summer

What Days and Hours are you available to work? \_\_\_\_\_

Are you employed now?  Yes  No If so, may we contact your present employer?  Yes  No

Do you have reliable transportation?  Yes  No

In case of emergency, notify: \_\_\_\_\_ Phone: \_\_\_\_\_

## EDUCATION

|              | Name & Location of School | Years Attended | Did you Graduate?   |
|--------------|---------------------------|----------------|---|
| High School: |                           |                | <input type="checkbox"/> Yes<br><input type="checkbox"/> No |
| College:     |                           |                | <input type="checkbox"/> Yes<br><input type="checkbox"/> No |

Subjects of special study or interest: \_\_\_\_\_

Why do you want to work at Rebecca's? \_\_\_\_\_

## REFERENCES

(please provide the names of three people not related to you whom you have known at least one year)

|   | NAME | PHONE | BUSINESS | YEARS ACQUAINTED |
|---|------|-------|----------|------------------|
| 1 |      |       |          |                  |
| 2 |      |       |          |                  |
| 3 |      |       |          |                  |

**PLEASE ANSWER THE FOLLOWING QUESTIONS:**

- 1) What do you know about Rebecca's?**
  
- 2) What do you expect out of this job?**
  
- 3) What do you consider your responsibilities as a co-worker to be?**
  
- 4) How do you feel about approaching customers?**
  
- 5) Are you willing to work one 8 hr weekend shift per week?**
  
- 6) How do you define customer service?**
  
- 7) What do you consider being late for work (circle)?**  
5-10 min                      15-20min                      30 min or more
  
- 8) Are you looking for a temporary or permanent position?**
  
- 9) Are you looking for a part time or a full time position?**
  
- 10) How would you describe your ideal work environment?**

**FORMER EMPLOYERS (please list in descending order starting with most recent)**

| <u>Date/Month/Year</u> | <u>Name and Address of Employer</u> | <u>Salary</u>       | <u>Position</u> | <u>Reason for Leaving</u> |
|------------------------|-------------------------------------|---------------------|-----------------|---------------------------|
| From: _____            | _____                               | _____               | _____           | _____                     |
| To: _____              | _____                               | _____               | _____           | _____                     |
| Contact: _____         |                                     | Phone Number: _____ |                 |                           |

| <u>Date/Month/Year</u> | <u>Name and Address of Employer</u> | <u>Salary</u>       | <u>Position</u> | <u>Reason for Leaving</u> |
|------------------------|-------------------------------------|---------------------|-----------------|---------------------------|
| From: _____            | _____                               | _____               | _____           | _____                     |
| To: _____              | _____                               | _____               | _____           | _____                     |
| Contact: _____         |                                     | Phone Number: _____ |                 |                           |

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| From: _____            | _____                               | _____               | _____           | _____                     |
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| Contact: _____         |                                     | Phone Number: _____ |                 |                           |

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|------------------------|-------------------------------------|---------------------|-----------------|---------------------------|
| From: _____            | _____                               | _____               | _____           | _____                     |
| To: _____              | _____                               | _____               | _____           | _____                     |
| Contact: _____         |                                     | Phone Number: _____ |                 |                           |

I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for is cause for dismissal. I further understand and agree that my employment is for no definite period and may, regardless if the date of payment of my wages and salary, be terminated at any time without any previous notice.

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

*Rebecca's Natural Food will not discriminate against any employee or applicant for employment because of age (as defined by applicable law), religion, sex, race, color, national origin, or because they are physically challenged, a disabled veteran or a Vietnam era veteran. Answers to the application questions will be utilized for applicable job-related information only.*