

APPLICATION FOR EMPLOYMENT



| Basic Information | | | | | | |
|---|---------|--|----------|--------|----------|--------|
| Full Name: | | | | | | |
| Address: | | | | | | |
| Telephone: | | | | | | |
| Email: | | | | | | |
| Have you ever worked for the Grain Train before? | | <input type="checkbox"/> YES <input type="checkbox"/> NO | | | | |
| Do you have a legal right to work in the United States? | | <input type="checkbox"/> YES <input type="checkbox"/> NO | | | | |
| Have you received the initial vaccination series against COVID-19? | | <input type="checkbox"/> YES <input type="checkbox"/> NO | | | | |
| Work Availability - Days and Times | | | | | | |
| Note: All Grain Train Employees must be able to work weekends | | | | | | |
| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| | | | | | | |
| Do you have any other time commitments? (Ex: school, other job, meetings, etc) | | | | | | |
| If hired, when could you begin? | | | | | | |
| A bit more about you... | | | | | | |
| Why do you want to work at the Grain Train? | | | | | | |
| What is your experience with Natural Foods? | | | | | | |
| What skills or experience do you bring that would benefit the Grain Train? | | | | | | |
| Describe what "Excellent Customer Service" means to you: | | | | | | |
| How will working at the Grain Train fit into your long-term plans? What do you see yourself doing in a few years? | | | | | | |
| Is there anything else you would like us to know about you while considering you for employment? | | | | | | |

| We sell Beer and Wine | |
|---------------------------------|------------------------------------|
| Can you verify you are over 18? | |
| <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Type of Employment Seeking | |
| <input type="checkbox"/> | Full time (36+ hrs) |
| <input type="checkbox"/> | Part time (15-32 hrs) |
| <input type="checkbox"/> | Temp/Seasonal |
| <input type="checkbox"/> | Any available |
| Position(s) Applying For: | |
| <input type="checkbox"/> | Cashier/Customer Service |
| <input type="checkbox"/> | Curbside Team |
| <input type="checkbox"/> | Stocking/Replenishment |
| <input type="checkbox"/> | Receiving/Back of House |
| <input type="checkbox"/> | Cook/Prep Cook |
| <input type="checkbox"/> | Baker |
| <input type="checkbox"/> | Dishwasher |
| <input type="checkbox"/> | Management: _____ |
| <input type="checkbox"/> | Administrative: _____ |
| <input type="checkbox"/> | Other: _____ |
| Location Applying For: | |
| <input type="checkbox"/> | Petoskey Store |
| <input type="checkbox"/> | Boyne City Store |
| <input type="checkbox"/> | Any available |
| How did you hear about us? | |
| <input type="checkbox"/> | Current Member/Owner |
| <input type="checkbox"/> | Current Customer (non-member) |
| <input type="checkbox"/> | From a friend or relative |
| <input type="checkbox"/> | From an employee (list their name) |
| <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | Facebook |
| <input type="checkbox"/> | Indeed |
| <input type="checkbox"/> | Website |
| <input type="checkbox"/> | Other: _____ |

Please complete both sides of this application

Return completed applications to hr@graintrain.coop or drop off at any Grain Train location

APPLICATION FOR EMPLOYMENT

Professional References

These should be people not related to you, whom you have known for at least a year, particularly those who can speak to your work experience

| Name of Reference | How do they know you? | Contact Info (phone/email) |
|-------------------|-----------------------|----------------------------|
| | | |
| | | |
| | | |

Work Experience

Please list most recent employment first

| | |
|----------------------------------|--|
| Employer/Business Name | Employer Phone # |
| Employer City/State | |
| What was your position/title? | Employment dates (month/year) |
| Your Supervisor's name and title | From _____ to _____ |
| Describe the work you did | May we contact this employer? |
| Why did you leave? | <input type="checkbox"/> YES <input type="checkbox"/> NO |

| | |
|----------------------------------|--|
| Employer/Business Name | Employer Phone # |
| Employer City/State | |
| What was your position/title? | Employment dates (month/year) |
| Your Supervisor's name and title | From _____ to _____ |
| Describe the work you did | May we contact this employer? |
| Why did you leave? | <input type="checkbox"/> YES <input type="checkbox"/> NO |

| | |
|----------------------------------|--|
| Employer/Business Name | Employer Phone # |
| Employer City/State | |
| What was your position/title? | Employment dates (month/year) |
| Your Supervisor's name and title | From _____ to _____ |
| Describe the work you did | May we contact this employer? |
| Why did you leave? | <input type="checkbox"/> YES <input type="checkbox"/> NO |

Read Before Signing

Accuracy of Information : I certify that all information submitted by me on this application is true and complete to the best of my knowledge, and I understand that if I am employed, false statements on this application may be grounds for termination of my employment. I understand that this application will become part of my personnel file if I am hired.

Authorization for Release of Information : In connection with this application, I authorize my former employers, schools, law enforcement agencies, and branches of the military to release information they may have about me. I release all parties supplying such information and the Grain Train of any liability arising out of the release of any information.

Grain Train Rules and Regulations : In consideration of my employment, I agree to abide by Grain Train policies currently in existence and those that are implemented during any future employment.

Introductory Period : If hired by the Grain Train, I will be on a 90 day introductory period. At the end of the introductory period, my performance will be evaluated.

The Grain Train Natural Foods Co-op is an Equal Opportunity Employer

| | |
|------------------|-------------|
| Signature | Date |
|------------------|-------------|

Please complete both sides of this application

Return completed applications to hr@graintrain.coop or drop off at any Grain Train location