

Thanks for your interest in working at The Grain Train!

By filling out this application you are one step closer to obtaining a position at one of the Grain Train Natural Foods Market locations.

In our commitment to providing products which are the healthiest for ourselves and our planet, the Grain Train strives to purchase from smaller farms, local growers, and companies whose ethics and standards are similar to our own. The Grain Train provides the most complete shopping and dining option for people in the Northwestern Michigan community interested in pursuing a healthy lifestyle and conscious of where their dollars are being spent.

The primary responsibility of all Grain Train employees is offering exceptional customer service to all. Employees are expected to be friendly and welcoming, knowledgeable, responsible, non-judgmental, and possess a “can-do” attitude.

By accepting a position at the Grain Train, you are agreeing to abide by established personnel policies and are expected to work your assigned shifts. We have three locations; our Petoskey Natural Foods Market, our Petoskey downtown Market Café, and our Boyne City Neighborhood Market.

If you feel you are up to the challenge of working in a healthy, fast paced, retail or dining environment that allows you to grow and enrich the community, we invite you to complete the following application and look forward to your becoming a part of the Grain Train team.

Cooperatively Yours,
The Grain Train Natural Foods Market

Date: _____

(Applications will be considered active for three months. All applications are kept on file for six months. Please contact us if you would like your application to be active longer or to update any information.)

Name: _____

Address: _____

Phone: _____

Email: _____

Have you ever worked for the Grain Train before?

no yes, when? _____

Have you ever volunteered for the Grain Train before?

no yes, when? _____

Do you use tobacco?

no yes _____

Which location are you interested in working at?

Petoskey Boyne City Market Café' Any

Are you looking for....

full time (36+ hours per week)

part time (15 to 32 hours per week)

anything available

summer work

Do you have a legal right to work in the United States?

(If you accept employment at The Grain Train, the Federal Immigration Act of 1986 requires that you provide documents establishing your identity and work authorization)

yes no

What days and times would you be available to work at the co-op?

(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.)

What position are you applying for?

- | | | |
|---|--|--|
| <input type="radio"/> cashier/counter svc | <input type="radio"/> stocking/replenishment | <input type="radio"/> merchandiser |
| <input type="radio"/> cook/prep cook | <input type="radio"/> dish washer | <input type="radio"/> receiving |
| <input type="radio"/> busser/runner | <input type="radio"/> barista | <input type="radio"/> anything available |
| <input type="radio"/> other: _____ | | |

Are you related to any current Grain Train Employee?

- no yes In what way?

If you were hired, when could you begin training?

How did you hear about the Grain Train Natural Foods Market?

Why do you want to work at the Grain Train?

What is your experience with natural foods?

Do you have any skills or experience that you feel would benefit the co-op? (such as ability to lift 50+ pounds, able to use a POS system, cashiering or stocking experience, cooking/knife skills, management experience, etc.)

Great customer service is an important part of what makes the Grain Train more than just your average food market. Describe what you think are the ingredients of great customer service in a community-owned business.

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?

Because we sell beer and wine, can you verify that you are over 18?
 Yes No

Professional References: *(These should be three people **not related** to you whom you have known at least one year, particularly those who could speak to your **work experience**.)*

Name	How do they know you?	Phone #
1.		
2.		
3.		

Work Experience: *(Please list most recent employment first.)*

Employer/Business Name _____
 Employer City/State _____ Employer Phone# _____
 Supervisor's name and title _____
 What was your position/title? _____
 Employment dates from _____ to _____
 Describe the work you did: _____

Why did you leave? _____

May we contact this employer?
 Yes No

Employer/Business Name _____
Employer City/State _____ Employer Phone# _____
Supervisor's name and title _____
What was your position/title? _____
Employment dates from _____ to _____
Describe the work you did: _____

Why did you leave? _____

May we contact this employer?
Yes No

Employer/Business Name _____
Employer City/State _____ Employer Phone# _____
Supervisor's name and title _____
What was your position/title? _____
Employment dates from _____ to _____
Describe the work you did: _____

Why did you leave? _____

May we contact this employer?
Yes No

Please Read Before Signing

Equal Employment Opportunity

We do not and will not discriminate based on race, religion, national origin, political beliefs, color, sex/gender, gender identity, sexual orientation, age, disability, marital status, height, weight, or status as a disabled veteran.

Accuracy of Information

I certify that all the 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 can be grounds for termination of my employment. I understand that this application, if I am employed by the Grain Train Natural Foods Market, will become part of my personnel file.

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 Co-op from any liability arising out of the release of any information.

Co-op Rules and Regulations

In consideration of my employment, I agree to abide by the Co-op's 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 three-month introductory period. At the end of the introductory period, my performance will be evaluated.

Signature

Date