



Application for Employment



Date: _____
(Applications will be kept on file for four months.
Please contact us if you would like your application
to be active longer.)

Name: _____
Address: _____
Phone Number: _____

Are you 18 or older? no yes

Have you ever worked for GreenTree Co-op before?
 no yes, when? _____

Have you ever volunteered for GreenTree Co-op before?
 no yes, when? _____

Are you looking for....
 full time part time anything available

Do you have a legal right to work in the United States?
(If you accept employment at GreenTree, 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 GreenTree employees must be able to work twenty hours a week minimum)

Monday: _____ Friday: _____
Tuesday: _____ Saturday: _____
Wednesday: _____ Sunday: _____
Thursday: _____

Do you have any other time commitments or schedule changes in the next six
months? (Ex: school, other job, meetings, etc, attach another sheet if necessary)

If you were hired, when could you begin training?

What position are you applying for?
 Storekeeper (cashier) Manager
 Department Buyer
 Department Assistant
 anything available other: _____



Are you related to any current GreenTree Employee?
O no O yes In what way?

How did you hear about GreenTree Cooperative Grocery?

Why do you want to work at GreenTree?

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, , etc.)

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



How will working at GreenTree fit into your long-term plans?
(What do you see yourself doing in a few years?)

Educational Background:

School	Name	Location	Years Completed	Did you graduate?	Subjects Studied
High School					
College					
Graduate School					
Other					

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 does this person know you?	Phone Number

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

Position: _____ Employer: _____ Dates Employed from: _____ to _____ Reason for Leaving: _____ Duties & Responsibilities: _____ _____ _____	Supervisor: _____ Phone Number: _____
Position: _____ Employer: _____ Dates Employed from: _____ to _____ Reason for Leaving: _____ Duties & Responsibilities: _____ _____ _____	Supervisor: _____ Phone Number: _____

Position: _____ Supervisor: _____
Employer: _____ Phone Number: _____
Dates Employed from: _____ to _____
Reason for Leaving: _____
Duties & Responsibilities: _____

Position: _____ Supervisor: _____
Employer: _____ Phone Number: _____
Dates Employed from: _____ to _____
Reason for Leaving: _____
Duties & Responsibilities: _____

May we contact your current employer? Yes No

Please Read Before Signing

Equal Employment Opportunity

We do not and will not discriminate on the basis of race, color, sex, age, height, weight, religion, national origin, sexual orientation, marital or familial status, disability, service in the uniformed services or any characteristic protected under law.

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

Signature Date

Please feel free to attach a cover letter, resume, or other additional information.

