Belfast Variety 6 Back Belmont Road Belfast, Maine 04915 338-5119

# EMPLOYMENT APPLICATION

PERSONAL INFORMATION

| Name:<br>First                         | Middle Initial                      | Last                     |
|--|-------------------------------------|--------------------------|
| Address:                               | 18                                  |                          |
| Phone #:                               | Cell #:                             |                          |
| Are you a citizen of the United Sates? | YES NO If no, are you authorized to | work in the U.S.? YES NO |
| Are you over 18? YES NO If r           | not Date of Birth                   |                          |
| Have you ever been convicted of or ple | ead no contest to a felony? YES NO  |                          |
| If yes, please explain:                |                                     |                          |
| POSITION / AVAILABILITY                |                                     |                          |
| Position Applied for:                  |                                     |                          |

As we are a store that operates nights and weekends, it is important that we clearly understand what days and times during each day (or night) that you are available to work. For each day below, write in the hours or times that you are available. Remember to indicate the absolute earliest time to the time that you can work each day. If you are unavailable on a particular day, write in "Not Available".

it is important to understand that we work in a retail environment where much of our business is done during afternoons and on weekends.

| Monday    | From the following list please indicate the positions in which |
|-----------|--|
| Tuesday   | you are interested:  |
| Wednesday | Cashier  |
| Thursday  | Stock Clerk  |
| Friday    | Bakery / Deli  |
| Saturday  | Produce<br>Meat Room   |
| Sunday    | Other  |

What is the minimum number of hours you can work per week?

What is the maximum number of hours you can work per week?

Are you available to be called in? YES NO

What date are you available to start work?

#### EDUCATION

| Name / Address of School | Degree/Diploma | Graduation Date |  |
|--------------------------|----------------|-----------------|--|
|                          |                |                 |  |
|                          |                |                 |  |
|                          |                |                 |  |
|                          |                |                 |  |
|                          |                |                 |  |
|                          |                |                 |  |

Skill and Qualifications: Licenses, Skills, Training, Awards:

### EMPLOYMENT HISTORY

| Company       |                         | Phone                                 | ( )    |                  |  |
|---------------|-------------------------|---------------------------------------|--------|------------------|--|
| Address       |                         |                                       | Superv | isor             |  |
| Job Title     |                         | Starting Salary \$                    |        | Ending Salary \$ |  |
| Responsibilit | ies                     |                                       |        | -                |  |
| From          | То                      | Reason for Leaving                    |        |                  |  |
| May we cont   | act your previous super | visor for a reference? YES            | NO     |                  |  |
| Company       |                         |                                       | Phone  | ( )              |  |
| Address       |                         | · · · · · · · · · · · · · · · · · · · | Superv | isor             |  |
| Job Title     |                         | Starting Salary \$                    |        | Ending Salary \$ |  |
|               |                         |                                       |        |                  |  |
| Responsibilit | es                      |                                       |        | 1                |  |

| May we contact your previous supervisor for a reference? | YES | NO |  |
|--|-----|----|--|
|  |     |    |  |

| Company         |                       |                             | Phone ( )        |
|-----------------|-----------------------|-----------------------------|------------------|
| Address         |                       |                             | Supervisor       |
| Job Title       |                       | Starting Salary \$          | Ending Salary \$ |
| Responsibilitie | es                    |                             |                  |
| From            | То                    | Reason for Leaving          |                  |
| May we conta    | ct your previous supe | rvisor for a reference? YES | NO               |

#### REFERENCES

Please list three professional references.

| Relationship<br>Phone ( ) |                           |  |
|---------------------------|---------------------------|--|
| Phone ( )                 |                           |  |
|                           | Phone ( )                 |  |
|                           |                           |  |
| Relationship              |                           |  |
| Phone ( )                 |                           |  |
|                           |                           |  |
| Relationship              |                           |  |
| Phone ( )                 |                           |  |
|                           |                           |  |
|                           | Phone ( )<br>Relationship |  |

## DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge. I understand that false or misleading information in my application or interview may result in my immediate release. I authorize the verification of any or all information listed above.

Signature