



EMPLOYMENT APPLICATION

Wheatsville Co-op is an Equal Opportunity Employer

Thank you for your interest in Wheatsville Food Co-op! We appreciate your time. You should know that:

- Wheatsville Food Co-op does not have seasonal or short term employment,
- Most employees have a typical or routine schedule, but shifts and hours are subject to change, and
- Almost all positions require at least one weekend shift per week.
- Wheatsville's goal is to become the friendliest store in Austin – we are looking for applicants that will help us reach that goal!

This application is intended for use in evaluating your qualifications for employment. All qualified applicants will receive consideration without regard to race, color, creed, religion, national origin, gender, marital status, status with regard to public assistance, the presence of disabilities, sexual orientation, age, or other characteristics protected by law. In addition to the application, other assessments, including, but not limited to, interview, job related skill testing, and reference verification may be required prior to employment.

Due to the number of applications we receive, we regret that we are unable to follow up with each applicant. You will receive a phone call from us if you are selected for an interview. This application will be considered active for thirty days. If you wish to be considered for employment after thirty days, please complete another application.

Sincerely,
Human Resources

PERSONAL INFORMATION	Name:		Date:	
	Address: (Street)		(City)	(State) (Zip)
	Telephone (required):	Best time to call:	Email Address:	
	Have you applied at Wheatsville previously? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when:		Have you worked at Wheatsville previously? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, why did you leave:	
	Do you know anyone who currently works, or previously worked, at Wheatsville Co-op? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, who:			

JOB INTEREST AND AVAILABILITY	Which position(s) are you applying for:		Would you be interested in other jobs? <input type="checkbox"/> Yes <input type="checkbox"/> No		When could you start?			
	Ideal number of hours per week: <input type="checkbox"/> 10 <input type="checkbox"/> 15 <input type="checkbox"/> 20 <input type="checkbox"/> 25 <input type="checkbox"/> 30 <input type="checkbox"/> 35 <input type="checkbox"/> 40		Do you have other commitments (employment or school) that might affect your availability?					
	Please indicate the times that you would be available to work for each day below:							
	DAY:	MON	TUE	WED	THU	FRI	SAT	SUN
	I can start working at...							
	I can work until...							
In the next 6 months, do you expect any change in your availability? If yes, explain:								

QUESTIONNAIRE

What *specific* experience do you have related to the position for which you are applying (experience with retail businesses, cooperatives, and knowledge of natural foods, etc.)?

Wheatsville's goal is to be the friendliest store in Austin so we expect our employees to demonstrate exceptional customer service skills. What is your experience and/or philosophy regarding interacting with customers?

Wheatsville strives for constant improvement. Please tell us how your personal strengths and/or leadership experience would improve Wheatsville. Sell yourself!

Stocking and some other jobs at Wheatsville can be very physically challenging, including lifting 50 lb. bags or boxes. This physical work is an essential function of these jobs. If you are applying for such a position, can you (with or without reasonable accommodation) perform this essential function?

Yes, I can perform these tasks No, I would not be able to perform these tasks I am not applying for this type of job.

Have you ever been convicted of, pled no contest to, or obtained deferred adjunction for any crime other than a minor traffic violation? (Conviction will not necessarily disqualify an applicant from employment.)

Yes No If yes, please explain:

Do you currently have a Food Handler's Certification from the City of Austin?

Yes Expiration date: _____ No

If you are not certified, you will be expected to receive your certification before beginning employment at Wheatsville.

JOB MATCHING

Please review the following list of work conditions. Rate each one from 1 to 3 according to the scale below.

1 = unacceptable or unable to do **2** = not my favorite, but okay **3** = would enjoy and/or excel at it

- | | |
|---|---|
| <input type="checkbox"/> Ongoing training | <input type="checkbox"/> Standing in one place for long periods |
| <input type="checkbox"/> Taking responsibility for mistakes | <input type="checkbox"/> Repetitive job duties |
| <input type="checkbox"/> Juggling multiple tasks | <input type="checkbox"/> Working at a fast pace |
| <input type="checkbox"/> Helping hundreds of customers per day | <input type="checkbox"/> Handling packaged meat |
| <input type="checkbox"/> Handling unpackaged meat | <input type="checkbox"/> Serving people with values different than your own |
| <input type="checkbox"/> Working with numbers | <input type="checkbox"/> Talking to customers for an entire shift |
| <input type="checkbox"/> Cleaning gross things | <input type="checkbox"/> Serving customers who are in a bad mood |
| <input type="checkbox"/> Helping out in departments other than your own | <input type="checkbox"/> Being accountable for money |
| <input type="checkbox"/> Working for \$8.00 per hour | <input type="checkbox"/> Lifting 25lbs or more repetitively |
| <input type="checkbox"/> Receiving direction from managers | <input type="checkbox"/> Prioritizing a heavy workload |
| <input type="checkbox"/> Working behind a counter | <input type="checkbox"/> Working under time pressure |
| <input type="checkbox"/> Receiving criticism | <input type="checkbox"/> Getting food on your clothes |
| <input type="checkbox"/> Wiping and cleaning things all day | <input type="checkbox"/> Picking up trash inside and outside |
| <input type="checkbox"/> Memorizing codes and numbers | |

If hired, can you show evidence of your right to work in the United States?

Yes No

Where did you hear about this job? _____

SIGNATURE

I certify that I have read and understand this entire application and that the answers and statements given by me are true and correct to the best of my knowledge. I understand that any inaccurate or omitted information on the facts called for in this application may result in rejection of my application, or, if hired, immediate termination of employment.

I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and Wheatsville Food Co-op. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or Wheatsville Food Co-op, and that no promises or representations contrary to the foregoing are binding on Wheatsville Food Co-op.

I hereby authorize any and all schools, former employers, references, courts and any others who have information about me to provide such information to Wheatsville Food Co-op and/or any of its representatives, agents or vendors and I release all parties involved from any and all liability for any and all damage that may result from providing such information.

BY SIGNING BELOW I ACKNOWLEDGE THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE ABOVE STATEMENTS.

Signature:

Date: