

OAK HILL MARKET

APPLICATION FOR EMPLOYMENT

PERSONAL *(Please print)*

Name: _____
LAST FIRST MIDDLE

Social Security #: _____ - _____ - _____

Address: _____
NO. STREET CITY STATE ZIP

Telephone No.: () _____ - _____ Mobile/Cellular No.: () _____ - _____

Are you at least 18 years of age? () Yes () No

Are you legally eligible to work in the United States?* () Yes () No

**Proof of eligibility will be required upon offer of employment*

Position(s) applied for: _____ Salary/Wage desired: \$ _____

Have you applied with us before? () Yes () No

If yes, when? _____ Position: _____

Have you worked for us before? () Yes () No

If yes, when? _____ Position: _____

Date you are available for employment: _____

Are you available to work: () Part Time () Full Time () Temporary

List any friends working at Oak Hill Market: _____

If hired, will you work overtime if required: () Yes () No

Have you ever been convicted of a crime?* *(Please exclude convictions related to marijuana)* () Yes () No

If Yes, please explain: _____

**A conviction does not necessarily disqualify an applicant for the position being applied for.*

Referred By:

() Ad () Employee Referral: _____ () Walk-In () Other: _____

ADDITIONAL INFORMATION

State any additional information you feel may be helpful to us in considering your application, including any job related skills and/or training: _____

EDUCATION

	Name & Location of School	Course of Study	Completed Yes/No	Diploma/Degree
High School				
College				
Graduate/ Professional				
Other (Specify)				

EMPLOYMENT HISTORY *(Start with your most recent employer. Do not exclude any employment)*

Employer:	Phone:	From:	To:
Address:		Position:	
Supervisor:	Starting wage/salary:	Final wage/salary:	
Brief description of job duties:			
Reason for leaving:			
If presently employed, may we contact your present employer? () Yes () No			

Employer:	Phone:	From:	To:
Address:		Position:	
Supervisor:	Starting wage/salary:	Final wage/salary:	
Brief description of job duties:			
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Employer:	Phone:	From:	To:
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Supervisor:	Starting wage/salary:	Final wage/salary:	
Brief description of job duties:			
Reason for leaving:			
If presently employed, may we contact your present employer? () Yes () No			

REFERENCES (Please list three persons, who are not related to you, who can provide professional references.)

Name	Phone Number	Relationship/Occupation	Years Known

Please list all counties/states you have resided in the last 10 years:

County: _____ State: _____ From: _____ To: _____

County: _____ State: _____ From: _____ To: _____

County: _____ State: _____ From: _____ To: _____

APPLICANT ACKNOWLEDGEMENT AND AUTHORIZATION *PLEASE READ CAREFULLY BEFORE SIGNING*

I hereby certify that all of the information provided by me in this application (or any other accompanying or required documents) is correct, accurate and complete to the best of my knowledge. I understand that the falsification, misrepresentation, or omission of any facts in said documents will be cause for denial of employment or immediate termination of employment regardless of the timing or circumstances of discovery.

I authorize **Oak Hill Market** to verify all of the statements contained in this application for employment and to investigate my character, driving record, and criminal background as necessary to determine a decision.

I understand that submission of an application does not guarantee employment. I further understand that, should and offer of employment be extended by **Oak Hill Market** (hereinafter referred to as “the Company”) that such employment with the Company is at will, for no specified duration and may be terminated by either the Company or myself at any time, with or without cause or notice. I understand that none of the documents, policies, procedures, actions, statements of the Company or its representatives used during the employment process is deemed a contract of employment, real or implied.

In consideration for employment with the Company, if employed, I agree to conform to the rules, regulations, policies and procedures of the Company at all times and understand that such conformity is a condition of employment. I understand that due to the nature of the Company business, attendance and punctuality are considered essential requirements of every job at the Company and that poor attendance or tardiness will result in disciplinary action.

I understand that if offered a position with the Company, I may be required to submit to a pre-employment drug screening and background check as a condition of employment. I understand that unsatisfactory results from, refusal to cooperate with, or any attempt to affect the results of these pre-employment tests and checks will result in withdrawal of any employment offer or termination of employment if already employed.

I hereby authorize any and all schools, former employers, references, courts and any others who have information about me to provide such information to the Company 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.

I understand that this application is considered current for three months. If I wish to be considered for employment after this period I must fill out a new application.

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

Signature

Date

Name and number of person completing this form (if other than applicant)

Oak Hill Market is proud to be an equal opportunity employer. All qualified applicants will receive consideration without regard to race, color, religion, gender, national origin, age, disability, veteran status or any other status protected by law.