



EMPLOYMENT APPLICATION

Daily Groceries Co-op is an Equal Opportunity Employer

Thank you for your interest in Daily Groceries Co-op! We appreciate your time. Daily's goal is to provide a fun and inspiring place to shop and learn – we are looking for applicants that will help us reach that goal! We depend on the flexibility of our staff to ensure we are delivering on that goal. To this end, while striving for consistency in scheduling, our managers schedule staff based on the needs of the store. For most positions this requires at least one weekend shift per week. 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, and reference verification may be required prior to employment.

You will receive an email from us if you are selected for an interview. This application will be considered active for ninety days. If you wish to be considered for employment after ninety days, please complete another application.

It is important to note that only complete applications will be considered. If you need assistance completing this application, please email the Human Resources Manager (HR@daily.coop).

Sincerely,
Human Resources

Personal Information	Name:	Date:	Are you at least 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No			
	Address: (Street)		(City)	(State)	(Zip)	
	Telephone (required):	Best time to call:	Email Address:			
	Have you applied at Daily previously? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when:			Have you worked at Daily 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 Daily Co-op? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, who:			How long would you like to work at Daily for?		

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:								

Education	Please describe any relevant education you have had, formal or informal:
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EMPLOYMENT HISTORY	Please give an accurate and complete full-time and part-time employment record. Start with present or most recent employer. Add pages if needed.
Employer:	Telephone:
Address:	Employment Dates From: _____ To: _____
Supervisor's name and title:	Supervisor's Contact Information:
Job title and duties:	Reason for leaving:
	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, explain:
Employer:	Telephone:
Address:	Employment Dates From: _____ To: _____
Supervisor's name and title:	Supervisor's Contact Information:
Job title and duties:	Reason for leaving:
	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, explain:
Employer:	Telephone:
Address:	Employment Dates From: _____ To: _____
Supervisor's name and title:	Supervisor's Contact Information:
Job title and duties:	Reason for leaving:
	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, explain:

Employer:	Telephone:
Address:	Employment Dates From: _____ To: _____
Supervisor's name and title:	Supervisor's Contact Information:
Job title and duties:	Reason for leaving:
	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, 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.)?

Daily's goal is to provide a fun and inspiring place to shop and learn, so we expect our employees to demonstrate exceptional customer service skills. What do you think are 3 elements of great customer service?

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

Have you ever shopped with Daily before? If so, what are some of your favorite products, and why?

Stocking and some other jobs at Daily can be very physically challenging, including frequent lifting 50 lb. bags or boxes and standing for 4 hours at a time. 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.

Do you currently have a ServSafe Certification?

Yes Expiration date: _____ No

JOB MATCHING

Please review the following list of statements relevant to working conditions at Daily Groceries Co-op. Rate each statement from 1 strongly agree to 5 strongly disagree

1 = Strongly agree	2 = Agree	3 = Neutral	4 = Disagree	5 = Strongly disagree
<input type="checkbox"/> I seek ongoing training			<input type="checkbox"/> I can stand in one place for long periods	
<input type="checkbox"/> I take responsibility for mistakes			<input type="checkbox"/> I can perform repetitive job duties	
<input type="checkbox"/> I can juggle multiple tasks			<input type="checkbox"/> I like working at a fast pace	
<input type="checkbox"/> I enjoy helping hundreds of customers per day			<input type="checkbox"/> I can handle packaged meat	
<input type="checkbox"/> I can handle unpackaged meat			<input type="checkbox"/> I enjoy serving people with values different than mine	
<input type="checkbox"/> I enjoy working with numbers			<input type="checkbox"/> I like talking to customers for an entire shift	
<input type="checkbox"/> I like cleaning gross things			<input type="checkbox"/> I am skilled at serving customers who are in a bad mood	
<input type="checkbox"/> I offer to help in departments other than my own			<input type="checkbox"/> I am accountable for handling money	
<input type="checkbox"/> I will work \$9.25 / hour			<input type="checkbox"/> I like lifting 25 lbs or more repetitively	
<input type="checkbox"/> I like receiving direction from managers			<input type="checkbox"/> I am skilled at prioritizing a heavy workload	
<input type="checkbox"/> I enjoy working behind a counter			<input type="checkbox"/> I like working under time pressure	
<input type="checkbox"/> I am skilled at receiving criticism			<input type="checkbox"/> I like getting food on my clothes	
<input type="checkbox"/> I like wiping and cleaning all day			<input type="checkbox"/> I enjoy picking up trash inside and outside	
<input type="checkbox"/> I can memorize lots of codes and numbers			<input type="checkbox"/> I am skilled at making product recommendations	

If hired, can you show evidence of your right to work in the United States? Yes No

Have you been absent from work in the past 12 months? Yes No If yes, explain:

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 Daily Groceries 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 Daily Groceries Co-op, and that no promises or representations contrary to the foregoing are binding on Daily Groceries 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 Daily Groceries 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: