



Application for Employment

721 South State Street, Ukiah CA 95482 • (707) 467-9720 • www.ukiahcoop.com

Thank you for your interest in employment at Ukiah Natural Foods!

Please complete all pages and submit to our annex office at 749C S State St, behind the Windmills Café by dropping off the application in the white mailbox by the front door.

You may also email this application to hrrassist@ukiahcoop.com or fax to (707) 467-9723.

For a list of open positions, see the posting at the store entrance or www.ukiahcoop.com/employment/

PERSONAL INFORMATION

_____/_____/_____
Date Position applying for

Last Name First Name Middle Initial

(_____) (_____) _____
Primary Phone Secondary Phone Email Address

Address Apt #

City State Zip Code

Have you ever been employed by the Co-op? Yes No If yes, when? ____/____/____ to ____/____/____

Have you ever interviewed at the Co-op? Yes No If yes, when? ____/____/____

How did you hear about the open position? _____

Please indicate between which hours you are available to work:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

If hired, would you have a reliable means of transportation to and from work? Yes No

Are you at least 18 years old? Yes No
(If under 18, hire is subject to verification that you are of minimum legal age)

Are you legally authorized to work in the United States? Yes No
(Proof of eligibility will be required upon employment)

EDUCATION

School	City, State	Years Attended	Graduated?	Degree/Diploma earned
			<input type="checkbox"/> Yes <input type="checkbox"/> No	
			<input type="checkbox"/> Yes <input type="checkbox"/> No	

Please explain all periods of unemployment of 3 months or more (if applicable):

SKILLS AND EXPERIENCE

Please list the skills and experience you have that pertain to the position you are applying for:

CERTIFICATION

Please read carefully, initial each paragraph and sign below:

_____ I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ I hereby authorize Ukiah Natural Foods to thoroughly investigate my references, work record, education and other matters related to my suitability for employment unless otherwise specified above. I further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the Company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

_____ 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 the Company. 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 the Company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the Company's designated representative.

_____ In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

Applicant's Signature

Date

This application is current and active for 3 months from the date it is received by Ukiah Natural Foods Co-op.