

Old Creamery Co-op

445 Berkshire Trail, Cummington, MA 01026

413/ 634-5560

APPLICATION FOR EMPLOYMENT

Above and beyond all else, working at Old Creamery Co-op means making a serious commitment to learning about great food and great service, towards helping create an exceptional workplace. We understand that not everyone will care as much about these things as we do; if this isn't for you, we wish you the best and would be happy to help you in any way we can. If you think this is the spot you've been looking for, then go right ahead and keep filling out this application. We look forward to getting to know you during the interview process! Again, thanks for applying at Old Creamery Co-op.

TELL US ABOUT YOURSELF:

Name: _____ Today's Date: ____/____/____

Address: _____ City: _____ State: _____

Zip: _____ Phone # _____

What position(s) are you applying for? _____

Date you can start: _____

Circle days available to work: MON TUES WED THURS FRI SAT SUN

Are you willing to work 6-8 hours either SAT or SUN? () yes () no

Are you willing to work both SAT and SUN? () yes () no

If hired, may we expect you to work here consistently for a year?

() yes () no

If no, how long? _____

Are there any hours you could not work?

Do you expect to be absent any time in the next 6 months? If so please explain: _____

Do you have any commitments to another employer or school that might affect your employment at the co-op? If so, please explain: _____

YOUR WORK HISTORY:

Your work experience is an important factor in evaluating your qualifications. Please provide complete and accurate information on previous job duties and levels of responsibility. List names of employers in consecutive order with present or most recent employer listed first. If you have gaps in employment, please explain them. Attach a resume' if you have one.

1. Name of Employer: _____
Type of business: _____
Job Title: _____
Duties: _____
City/State/Zip: _____
Phone # _____

Name of Supervisor:_____

Begin date:_____ End date:_____

Salary: starting:_____ ending:_____

May we contact this employer? ()yes ()no

Reason for leaving:_____

2. Name of Employer:_____

Type of business:_____

Job Title:_____

Duties:_____

City/State/Zip:_____

Phone #_____

Name of Supervisor:_____

Begin date:_____ End date:_____

Salary: starting:_____ ending:_____

May we contact this employer? ()yes ()no

Reason for leaving:_____

3. Name of Employer:_____

Type of business:_____

Job Title:_____

Duties:_____

City/State/Zip:_____

Phone #_____

Name of Supervisor:_____

Begin date:_____ End date:_____

Salary: starting:_____ending:_____

May we contact this employer? ()yes ()no

Reason for leaving:_____

REFERENCES:

Please list information for three persons not related to you, who are familiar with your past work experiences, and have known you for at least one year:

1.

Name_____Relationship_____

Address_____

Phone_____

2.

Name_____Relationship_____

Address_____

Phone_____

3.

Name_____Relationship_____

Address_____

Phone_____

WORK EXPERIENCE:

Please briefly state where and when you acquired skills and experience in the following areas:

CUSTOMER SERVICE:

NATURAL FOODS:

MACINTOSH OR PC:

FOOD SERVICE:

CASHIERING:

PRODUCE:

COOPERATIVES:

EDUCATION:

Name and address of High School _____

Did you Graduate? _____ If not do you have a G.E.D? _____

College or University _____

Dates Attended: _____

Major: _____

Degree: _____

College or University _____

Dates Attended:_____

Major:_____

Degree:_____

Trade, Business or correspondence school:_____

Did You Graduate? ()yes () no

Are there other skills or experiences that you feel would especially qualify you to work for Old Creamery Coop?

What are your goals for the future, career or personal? How would working at the co-op fit into your plans?

Please answer the following questions:

Old Creamery Co-op is a fast-paced business with a workday that can be long and demanding. What makes you believe you can perform well and excel under these working conditions?

Old Creamery Co-op is a very service-oriented business. What does good service mean to you?

What experience and knowledge do you expect to gain from working at Old Creamery Co-op?

When we check your references, what do you think they will name as your:

Greatest

Strength: _____

Greatest

Weakness: _____

YOUR PERSONAL STUFF:

Are you legally authorized to work in the U.S.? yes no

Are you 18 years old or older? yes no

Have you worked for Old Creamery Co-op before? yes no

Have you ever been convicted of a crime? yes no

If yes, please state the crimes and explain the date, location, nature and facts surrounding each conviction.

Use an attachment sheet if necessary. (An affirmative answer will not automatically disqualify you from being considered as a candidate for employment.)

Old Creamery Co-op is an equal opportunity employer. Applicants are considered for positions for which they have applied without regard to race, color, ancestry, religion, sex, age, national origin, sexual orientation, disability, and other characteristics protected by law.

AGREEMENT:

Please read carefully and sign.

I authorize my present and former employers (unless otherwise indicated on this application) to release to Old Creamery Co-op any information concerning my employment, including my job performance. Furthermore, I release all these parties from any liability for any damage, (except that resulting from misrepresentation,) which might result from furnishing this information.

The information provided on this application (and accompanying resume', if any) is true and complete to the best of my knowledge. I understand that falsified information or significant omissions may disqualify me from further consideration and may be considered justification for dismissal if discovered at a later date.

I understand that employment with Old Creamery Co-op is for no definite period of time. Old Creamery Co-op has at all times the right to terminate the employment relationship.

I hereby acknowledge that I have read, understand, and agree to the preceding statement.

Signature: _____ Date: ____/____/____

