

# EMPLOYMENT APPLICATION

(An Equal Opportunity Employer)



Date \_\_\_\_\_

## PERSONAL INFORMATION

Name \_\_\_\_\_ Social Security No. \_\_\_\_\_  
Last First Middle

Present Address \_\_\_\_\_ Best email \_\_\_\_\_  
Street City State Zip

Permanent Address \_\_\_\_\_ Best Phone Number ( ) \_\_\_\_\_  
Street City State Zip

Do you have any relatives in our employ?  Yes  No If yes, list name and relationship:

_____	_____
Name	Relationship
_____	_____
Name	Relationship

Are you 18 years or older?  Yes  No

## EMPLOYMENT DESIRED

Type of position you are seeking? \_\_\_\_\_

How did you happen to apply for this position? \_\_\_\_\_

Special Skills: Kitchen: \_\_\_\_\_ Office: \_\_\_\_\_ Other: \_\_\_\_\_  
(use back of sheet if more space needed)

Date your can start? \_\_\_\_\_ Salary desired? \_\_\_\_\_

Ever applied to teds market before?  Yes  No If yes, when? \_\_\_\_\_

Are you employed now?  Yes  No

Are you available to work:  Full Time  Part Time  Shift Work  Temporary

## GENERAL INFORMATION

Have you ever been employed by teds market before?  Yes  No

If yes, when? \_\_\_\_\_ Reason for leaving? \_\_\_\_\_

Have you been convicted of a felony within the last 10 years?  Yes  No. If yes, please explain \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

(Conviction will not necessarily disqualify an applicant from employment)

Are you legally eligible for employment in this country?  Yes  No  
(Proof of U.S. Citizenship or Immigration Status will be required upon employment)

In Case of emergency notify:

_____	_____	_____
Name	Address	Phone Number



**teds market**  
**Pre-Employment Form**  
**Applicants Applying for Positions in INDIANA**

**DRUG ABUSE AND SMOKING\***

As a prequalification to assuming any position, prospective employees may be required to provide a urine sample for drug testing. Testing may occur when work place behavior indicates that an employee is under the influence of drugs.

teds market, has a smoking policy that prohibits an employee from smoking on company property and while the employee is on the job.

I understand that teds market, may ask me to provide a urine sample for drug testing prior to or during employment. I furthermore understand that the company prohibits smoking on company property or while an employee is on the job and that violation of this policy after accepting employment will result in immediate termination of employment.

\_\_\_\_\_  
 (applicant's signature)

\_\_\_\_\_  
 (date of signature)

**PERSONAL / BUSINESS REFERENCES**

teds market requests that you provide the names of at least three persons, excluding relatives, from whom we may secure background information to be used to determine qualifications for employment. Please provide all requested information. Please print.

<u>Name</u>	<u>Relation/How Known</u>	<u>Address</u>	<u>Telephone</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**PERMISSION TO RELEASE INFORMATION\***

This is to authorize release to teds market, and its agents or representatives any and all information pertaining to my school attendance, transcripts, and/or past employment records, including employment dates, job titles, salary, job performance, reason for termination, and reemployment possibilities. Furthermore, I authorize the release of information regarding police records, including felonies, misdemeanors, and traffic violations, to teds market, for the purpose of verifying employment information. I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without prior notice.

\_\_\_\_\_  
 (applicant's signature)

\_\_\_\_\_  
 (date of signature)

\* Please note: you may be asked to complete additional releases based on specific record verifications or screens.