

**FULL OR PART TIME
 APPLICATION FOR EMPLOYMENT**

Richter's policy is to hire, retain, compensate, promote and terminate on the basis of qualifications, merit and performance of duty only. There shall be no discrimination because of race, religion, sex, age, national origin, or disability. The Richter's policy is to comply with the Immigration Reform & Control Act of 1986. Every new employee is required to show documentation verifying their employment eligibility.

						DATE: _____										
PERSONAL	NAME (Print)		First	Middle	Last	Phone #: _____ Cell Phone #: _____	SS# _____									
	ADDRESS		No. & Street		City	State	Zip Code									
	ARE YOU OVER AGE 18?		IF NOT, DATE OF BIRTH _____													
	Have you ever worked for Richter's before?				Yes <input type="checkbox"/>	No <input type="checkbox"/>										
	Are you applying for a full or part time job?				Full <input type="checkbox"/>	Part <input type="checkbox"/>										
	In case of emergency, whom shall we notify?			NAME: _____ RELATION: _____		PHONE # _____										
	Have you been convicted of a Felony?				Yes <input type="checkbox"/>	No <input type="checkbox"/>										
	If yes, explain: (A conviction record will not bar employment unless the offense is related to the job for which you are applying)															
EDUCATION	Education: circle last grade completed		8	9	10	11	12	Graduate? Yes <input type="checkbox"/>	No <input type="checkbox"/>							
	Name of High School _____				City _____											
	4 Yr. COLLAGE		Yrs. _____	Degree _____		2 Yr. TECHNICAL COLLEGE		Yrs. _____	Degree _____							
	Name _____				Course _____											
	Major _____				Name _____											
	ADDITIONAL SPECIALIZED STUDY COURSES															
SUBJECT _____					SCHOOL _____											
SUBJECT _____					SCHOOL _____											
PLACEMENT	Indicate the position for which you are applying:															
	<input type="checkbox"/>	Utility Clerk	<input type="checkbox"/>	Cashier/Office	<input type="checkbox"/>	Dairy/Frozen	<input type="checkbox"/>	Stocker	<input type="checkbox"/>	Deli	<input type="checkbox"/>	Bakery	<input type="checkbox"/>	Floral	<input type="checkbox"/>	Produce
	<input type="checkbox"/>	Meat/Seafood	<input type="checkbox"/>	General Merchandise	<input type="checkbox"/> Other (Specify) _____											
	Shift Preferred		<input type="checkbox"/>	1st	<input type="checkbox"/>	2nd	<input type="checkbox"/>	3rd	<input type="checkbox"/> Any Shift (Flexible Availability)							
Are you willing to work		<input type="checkbox"/>	Weekends	<input type="checkbox"/>	Holidays											
MISCELLANEOUS	Driver's License Number _____ (If Required For Position)															
	E-mail Address _____															

In the spaces below, give three character references who are in a position to vouch for your character and ability.
Do not name a relative or former employer.

NAME	ADDRESS	PHONE #	OCCUPATION	YRS. KNOWN

DO YOU OBJECT TO OUR COMMUNICATING WITH YOUR PRESENT OR PAST EMPLOYERS? YES NO How did you learn of this Company?

Chief Previous Occupation _____ Time Spent on Longest Previous Job: Yrs. _____ Mos. _____ Number of Full-time jobs During Past 10 Years _____

MOST RECENT EMPLOYERS Begin with Present or Last Employer (Include Military Service)	CHECK <input type="checkbox"/> IF NONE	DATE STARTED	DATE ENDED	KIND OF WORK PERFORMED AND SUPERVISORS	SALARY	REASON FOR LEAVING
Company _____ Street _____ City _____				Job _____ Supr. _____		
Company _____ Street _____ City _____				Job _____ Supr. _____		
Company _____ Street _____ City _____				Job _____ Supr. _____		
Company _____ Street _____ City _____				Job _____ Supr. _____		
Company _____ Street _____ City _____				Job _____ Supr. _____		

Have you had any food store or food plant experience not listed above? YES NO If Yes, explain _____
List equipment you are familiar with using: _____

CONDITIONS: I attest that all information in this application and its voluntary supplement is true and authorize the company to investigate all statements concerning my character, reputation and work history. I understand that any offer of employment may be contingent on my passing a drug screen and/or a post-offer medical examination. It is understood that any misrepresentation by me or facts required on this application will be sufficient cause for non-employment or immediate dismissal from the company should I have been employed. I agree to confirm to the policies and rules of the company, and understand that my employment and compensation are at the will of Richter's. All applicants will be required to furnish proof of identity and legal work authorization prior to hire. I understand this application will only be valid for 60 days from date of application.

Date _____ Signed _____

DO NOT WRITE BELOW THIS LINE

Was applicant interviewed? Yes _____ No _____ By Whom _____ Date _____ Hour _____

Availability (Hours) _____ Days _____ Nights _____ Weekends _____

If accepted, when can person start:

DATE HIRED: _____ STARTING RATE: _____ HIRED BY: _____

TIME STARTED: _____ LOCATION: _____