

# APPLICATION FOR EMPLOYMENT

NAME: \_\_\_\_\_ DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

DEPARTMENT YOU'RE APPLYING FOR CHOOSE ANY THAT APPLY

- Front End    Garden    Essentials / Bulk    Bakery    Nourish    Kitchen  
 Meat & Seafood    Indulge    Coffee & Juice Bar    Other \_\_\_\_\_

Dear Applicant,

Thanks for your interest in Ellwood Thompson's. We're excited to hear about your experience and passion for healthy foods. Please take a moment to read the following before filling out this application.

Here at Ellwood's, we're a tight-knit community of food lovers that all work for the same mission: *To help you discover and celebrate a healthy relationship with food.* But it goes beyond that. We're a group of people that are constantly searching for the best local products, tending to our own gardens, recycling, volunteering, riding our bikes, sampling chocolates and spirits, playing in the river, washing veggies and well...having fun. If any of this sounds appealing to you then you've already made the first step.

We've been a dynamic leader in the natural & local foods industry in Richmond since 1989. You could even say we've been around the block a few times. We sell products conducive to a healthy lifestyle and most importantly we stand for superior customer service. Our success is measured first and foremost by customer satisfaction, which is our single most important job. We're looking for people who enjoy helping others, who are willing to work hard, willing to take initiative and who believe that work can be fun.

To help grow our family of gardeners, cooks, creatives, healers and customer care folks, we occasionally seek talented, down-to-earth, quirky and inspired individuals to be a part of our Richmond, Virginia team. You see, because we're a locally-owned independent market, we don't take the hiring process lightly. Not only do we offer you the most delicious and healthiest foods that this state has to offer, we also hire people that prove to be as passionate as our mission.

**\*\*Due to the high volume of applicant interest, please do not call about the status of your application. We appreciate your cooperation and understanding.**

I HAVE READ AND UNDERSTAND THE ABOVE.

Please Initial

Ellwood Thompson's Local Market is an equal opportunity employer. Applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, or gender identity. We love all walks of life.

**ELLWOOD  
THOMPSON'S**  
LOCAL MARKET



# PAGE 1: PERSONAL INFORMATION

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_ M.I. \_\_\_\_\_

CURRENT ADDRESS \_\_\_\_\_  
Street & No. City State / Zip Code

PH. NUMBER ( ) \_\_\_\_\_ If under 18, please list date of birth \_\_\_\_\_

Do you have the legal right to work and remain in the United States?  Yes  No

POSITION APPLYING FOR: \_\_\_\_\_ DESIRED WAGE? \_\_\_\_\_ Date you can start? \_\_\_\_\_

Tell us what's important to you in choosing a job? \_\_\_\_\_

EMPLOYMENT DESIRED?  Full Time  Part Time **Willing to work:**  Weekends  Nights  Holidays

Days & hours available to work:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

How did you hear about us? \_\_\_\_\_

Have you ever filled out an application with us before?  Yes  No

Have you ever been employed with us before?  Yes  No **If yes, please give dates:** \_\_\_\_\_

Are you currently employed?  Yes  No **If yes, do you plan to continue your current job?**  Yes  No

How long would you like to work for us?  3 months  6 months  1 year  Other \_\_\_\_\_

Please list special skills, training, education or experiences that directly relate to the job you are applying for.

# PAGE 2: EDUCATION & EMPLOYMENT HISTORY

## Education

<b>HIGH SCHOOL</b>	Name	Degree/Area of Study	Graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Location	Number of Years Attended	
<b>COLLEGE</b>	Name	Degree/Area of Study	Graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Location	Number of Years Attended	
<b>OTHER</b>	Name	Degree/Area of Study	Graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Location	Number of Years Attended	

Have you ever served in the military?  Yes  No **If yes, please list dates served, branch, technical specialization, and rank attained.** \_\_\_\_\_

## Employment History

**1**

Company Name & Address		Reason for leaving	
Phone Number	Dates of Employment	Starting & Final Wages	Okay to Contact?
Job Title & Duties			

**2**

Company Name & Address		Reason for leaving	
Phone Number	Dates of Employment	Starting & Final Wages	Okay to Contact?
Job Title & Duties			

**3**

Company Name & Address		Reason for leaving	
Phone Number	Dates of Employment	Starting & Final Wages	Okay to Contact?
Job Title & Duties			

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# PAGE 3: MISCELLANEOUS

Would you describe yourself as  Very Outgoing?  Usually Outgoing?  Sometimes Outgoing?  Reserved?

How would you describe your sales ability?  Excellent  Good  Average  No experience

Have you ever been discharged from a job?  Yes  No If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Why do you want to work at Ellwood Thompson's Local Market? \_\_\_\_\_

\_\_\_\_\_

What contribution do you feel that you can make to Ellwood Thompson's? \_\_\_\_\_

\_\_\_\_\_

Tell us about your favorite job? \_\_\_\_\_

\_\_\_\_\_

Tell us something about a job or job situation that you disliked. \_\_\_\_\_

\_\_\_\_\_

What's your dream job? \_\_\_\_\_

\_\_\_\_\_

Have you ever been convicted of a felony or misdemeanor, except for a minor traffic violation?  Yes  No

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Please list two professional references:

Name & Relation	Phone	Years Known
Name & Relation	Phone	Years Known

## \*APPLICANT'S SIGNATURE

*I understand that, if employed, I will be required to prove the legality of my residency or citizenship. I am also aware that the failure to provide this proof may legally restrain termination of employment.*

*It is understood and agreed that any misrepresentation made in this application or that I otherwise provide Ellwood Thompson's Local Market, Ltd. will be sufficient cause for cancellation of this application and/or termination of employment. Furthermore, I understand that, if employed by Ellwood Thompson's Local Market, both Ellwood Thompson's Local Market and I are free to terminate the employment relationship at any time, with or without cause or prior notification. I understand that no representative of Ellwood Thompson's Local Market has the authority to make any assurances to the contrary.*

*I give Ellwood Thompson's Local Market the right to investigate all references and to secure additional job-related information about me. I hereby release from liability Ellwood Thompson's Local Market and its representatives, for seeking such information and all other persons, corporations and organizations for furnishing such information including, but not limited to, my former employers and personal or professional references.*

**I have read and understand the following:**

Signature \_\_\_\_\_

Date \_\_\_\_\_

