



NOT FOR PROFIT

# Application for Employment



cmnaturalfoods.com

**Our Mission:** Community Market is a worker-run, natural foods business. Our mission is to create a healthier and more sustainable community by providing local, organic and socially responsible products and education about nutrition, environmental and consumer issues.

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Email address (Gmail preferred) \_\_\_\_\_

Do you want to be notified of future positions if nothing is available now? ☐ Yes ☐ No

Which store would you prefer to work at? ☐ Santa Rosa ☐ Sebastopol

Check all department(s) you are interested in:

- ☐ Cashiering ☐ Grocery/Chill ☐ Wellness ☐ Office  
☐ Produce ☐ Deli (Sebastopol only) ☐ Kitchen (Sebastopol only)

☐ The Garden Cafe & Taproom (Sebastopol only)

Shifts desired: ☐ Days ☐ Evenings ☐ No preference

Number of hours per week you would like to work? Maximum hours: \_\_\_\_\_ Minimum hours: \_\_\_\_\_

When are you available to start? \_\_\_\_\_

Do you have any commitments to another employer or school that might affect your employment with our business? If so, please explain: \_\_\_\_\_

Please write in the times you ARE available to work:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Start							
End							

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

**Cashiering:** \_\_\_\_\_

**Retail:** \_\_\_\_\_

**Merchandising:** \_\_\_\_\_

**Produce:** \_\_\_\_\_

**Food Service:** \_\_\_\_\_

**Customer Service:** \_\_\_\_\_

**Computer Programs:** \_\_\_\_\_

**Are there other experiences or skills that qualify you to work for Community Market?**

**Why do you want to work at Community Market?**

**Have you previously been interviewed at Community Market? If so, please indicate by whom and when.**

**What are your career or personal goals for the future? How would working at Community Market fit in?**

**Tell us what world-class customer service means to you.**

## **COVID-19 Compliance**

*Many positions at Community Market require significant interaction with and exposure to the public. Most involve interaction, sometimes in close quarters, with other staff; handling items that have been handled by others, etc. So, while we strive to promote safe social distancing and appropriate hygiene in accordance with state and federal guidelines, a retail food store may not be the safest place for individuals at higher risk for serious COVID-19 complications, or who are in close contact with high-risk individuals.*

**Do you understand and accept this aspect of the job? ☐ Yes ☐ No**

Are you willing and able to follow all COVID-19 safety guidelines (*This includes but is not limited to: wearing a mask as directed, reporting all probable exposures and symptoms to management and the local authorities, and self-quarantine as directed by government and medical authorities.*)? ☐ Yes ☐ No

## Education

Highest grade completed:  
High School ☐9 ☐10 ☐11 ☐12  
College/University ☐AA/AS ☐BA/BS/BFA ☐Masters ☐Doctorate

Describe any independent education you have received:

Languages you are fluent in?

Are you currently enrolled in school?

## Employment History

### Current or Most Recent

Employer: Telephone:  
Street address: City: State: Zip:  
Employed From: To:  
Position/Job Title:  
Type of work done:  
Supervisor's Name:  
Reason for Leaving:  
May We Contact? ☐ Yes ☐ No

### Prior

Employer: Telephone:  
Street address: City: State: Zip:  
Employed From: To:  
Position/Job Title:  
Type of work done:  
Supervisor's Name:  
Reason for Leaving:  
May We Contact? ☐ Yes ☐ No

### Prior

Employer: Telephone:  
Street address: City: State: Zip:  
Employed From: To:  
Position/Job Title:  
Type of work done:  
Supervisor's Name:  
Reason for Leaving:  
May We Contact? ☐ Yes ☐ No

## Personal References

Name:

Relationship:

Phone:

Name:

Relationship:

Phone:

## Volunteer Work

Please list any social or environmental activities that you have participated in.

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## Statement of Values and Beliefs:

- We believe that natural foods and products directly promote health and wellness.
- We value organic products and sustainable agricultural practices.
- We value holistic and natural healing methods.
- We believe in fair, ethical and environmentally sound business practices.
- We believe in providing a respectful and supportive work environment.
- We believe in self-motivation and we value personal responsibility.
- We believe in supporting our local economy, community and culture.
- We value excellence in customerservice.
- We value a culturally diverse community.
- We believe in alternative business models which empower workers to engage with and influence their work place.



How would you be able to contribute to upholding our values and beliefs?

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☐ I, \_\_\_\_\_, understand that if I am hired, employment with Community Market is "at will," which means that either Community Market or I can terminate my employment for any reason not prohibited by law. I hereby authorize this company to investigate any aspect of my prior educational and employment history. I hereby certify that my answers and assertions set forth in this application are true and complete to the best of my knowledge. I understand that any false statements on this application shall be considered sufficient cause for my dismissal.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**THANK YOU** for taking the time to apply for employment at Community Market. We take the time to read each application carefully and appreciate the effort you've made in helping us get to know you through this process.

FOR OFFICE USE ONLY

Interview Log

Name of Employee:	Date:	Date:
Date of Hire:	Dept:	Dept:
Job Title:	Manager:	Manager:
Home Dept. Code:	Notes:	Notes:
Wage: \$		
SSN:		
DOB:		
Aprox. Hours per Week:		
gmail:		
Remember to tell employee to bring in two forms of Identification such as: Driver License, ID card, Passport, Birth Certificate or Social Security card		