



# Employment Application

## Personal Information

Full Legal Name \_\_\_\_\_

Street Address \_\_\_\_\_ Apt. No. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone No. \_\_\_\_\_

Cell No. \_\_\_\_\_ Email: \_\_\_\_\_

Have you ever applied at Grub Mart/Young Oil Before? Yes No (circle one)

If so, when? \_\_\_\_\_

Have you ever worked at Grub Mart/Young Oil Before? Yes No (circle one)

If so, Dates: From \_\_\_\_\_ to \_\_\_\_\_ Position \_\_\_\_\_ Location \_\_\_\_\_

Can present employer be contacted? Yes No

Do you have reliable transportation? Yes No

For what position are you applying?

Full time Store Assistant Manager \_\_\_\_\_, Store Clerk \_\_\_\_\_, Other \_\_\_\_\_.

Desired starting Pay: \$ \_\_\_\_\_ per \_\_\_\_\_. How many hours per week do you want to work? \_\_\_\_\_

Which cities are you willing to work? Auburn, Opelika, Anniston, Jacksonville, Centre, Piedmont, Gadsden.

During what times are you available to work? \_\_\_\_\_

Are you willing to work: Evenings? Yes No Overnights? Yes No Weekends? Yes No Holidays? Yes No

For part-time applicants, please enter the shifts/hours you are available to work.

Write in the start time and stop time-be sure to include am or pm Designation for each. Example 6am-3pm

	MON	TUE	WED	THU	FRI	SAT	SUN	TOTAL HRS
Morning								
Mid Shift								
Evenings								
Overnights								

When could you begin to work? \_\_\_\_\_

Are you at least 19 years old? Yes No

Were you referred by a Grub Mart/Young Oil employee? If so, whom? \_\_\_\_\_

## Skills and Experience

Please list any special qualifications, training, education, skills, or experience that you feel warrant consideration by the company. \_\_\_\_\_

Please list any business equipment operating abilities you have which might be useful on the job for which you are applying. \_\_\_\_\_

## Education

Highest elementary or high school grade completed. \_\_\_\_\_

Did you graduate from High School? Yes No GED.

Name & location of college, university, business or trade school	1	2
Full-time or part-time:	Full-time      Part-time	Full-time      Part-time
Major field of study:		
Degrees conferred:	Title	Title
Hours credit:		

## Work Experience

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Name of Present or Last Employer	Type of Business	Address	City	State
Starting date (Mo/Yr)	Leaving Date (Mo/Yr)	Job Title:		
Starting Salary:	Leaving Salary:	Supervisor:		
Type: Full-time Part-time	Job Description & Responsibilities	Were you fired? Yes No		
Explain reason/circumstances for changing jobs	If we contact this employer, would you expect them to say they would rehire you for the position last held there? Yes NO	Employer's Phone Number:		

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Starting date (Mo/Yr)	Leaving Date (Mo/Yr)	Job Title:		
Starting Salary:	Leaving Salary:	Supervisor:		
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Starting date (Mo/Yr)	Leaving Date (Mo/Yr)	Job Title:		
Starting Salary:	Leaving Salary:	Supervisor:		
Type: Full-time Part-time	Job Description & Responsibilities	Were you fired? Yes No		
Explain reason/circumstances for changing jobs	If we contact this employer, would you expect them to say they would rehire you for the position last held there? Yes NO	Employer's Phone Number:		

### Legal

Have you ever been convicted of a crime or pled "No Contest" on anything involving theft, dishonesty, violence, drugs, or endangerment of persons or property, whether resulting in incarceration, probation, or a suspended or deferred sentence?

YES NO PLED NO CONTEST

If yes, or No contest, date of conviction \_\_\_\_\_ . Please explain \_\_\_\_\_

Conviction of a crime will not necessarily disqualify you from consideration for employment.

### Signature

By signing this application for employment, I certify that I have read and understand all parts of it and certify that I have truthfully and completely answered all questions. I understand that falsification of any of the information given herein or on any other employment form is grounds for immediate termination, regardless of when such falsification may be discovered.

I authorize Grub Mart/Young Oil and its representatives to investigate my education, employment experience, criminal conviction records, and all other aspect of my background relevant to my proposed employment, including all statements made by me in my application for employment.

Further, I understand that employment will be contingent upon successfully passing a pre-employment drug screening test. I understand my employment with Grub Mart/Young Oil is for no definite length of time. I

understand my employment may be terminated at any time, with or without cause, at the option of either Grub Mart/Young Oil or myself. I understand that no employee or representative of Grub Mart/Young oil has any authority to make any agreement which is contrary to the foregoing. If accepted for employment, I agree to comply with all company policies and procedures, and with all rules and regulations made known at the time of employment or any other time thereafter, and to perform all duties assigned to me to the best of my ability.

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

Grub Mart/Young Oil is an equal opportunity employer. All applications for employment will be considered without regard to race, color, religion, sex, national origin, disability, age (over 40), or veteran status. This application will remain active for 45 days. After that time, it must be renewed by the applicant if he/she wishes to be reconsidered for employment.

Thank you for your interest in employment at Grub Mart/Young Oil. Your application will be given to the Personnel Department. Your qualifications and experience will be compared with the job requirements. We will contact the most qualified candidates within 15 business days.

## Notice to applicants and employees regarding consumer reports

A consumer report and/or investigative consumer report including information concerning your character, employment history, general reputation, personal characteristics, criminal or police records, motor vehicle record, mode of living, and/or credit and indebtedness may be obtained for employment purposes at any time. An investigative consumer report is a consumer report which contains information obtained from interviews with your neighbors, friends or associates. Upon timely written request of the Personnel Department of the Company, and within 5 days of the request, the nature and scope of any investigative consumer report obtained will be disclosed to you.

Before any adverse action is taken in whole or in part as a result of information contained in a consumer report or an investigative consumer report, you will be provided a copy of the report and a summary of your rights under the Fair Credit Reporting Act.

## Disclosure and release

In connection with my application for employment with Grub Mart/Young Oil, I understand that consumer reports, which may contain public record information, may be requested. These reports may include the following types of information: names & dates of employment, reason for termination of employment, accidents, work experience, etc. I further understand that such reports may contain public record information concerning my driving record, credit, bankruptcy proceedings, criminal records, etc., from federal, state and other agencies which maintain such records.

You have the right, upon written request to receive a written description of the nature and scope of the investigation requested and a written summary of your rights under the Fair Credit Reporting Act.

I authorize, without reservation, any person or entity contacted by Grub Mart/Young Oil or its agent or agents to furnish the above-stated information, and I release any such person or entity from any liability for furnishing such information.

Print Full Legal Name \_\_\_\_\_ Date \_\_\_\_\_

Applicant's Full Legal Signature \_\_\_\_\_