



ORGANIC PRODUCE • ORGANIC DELI • ORGANIC GROCERIES
NATURAL HEALTH AND BODY CARE

The Good Earth Food Coop is a rewarding place to work for people who have a passion for quality organic products and customer service. The Good Earth Food Coop also has demands that go along with all positions, therefore we are highly selective. We believe in maintaining a quality workforce that wants to stay and grow with us.

Please take the time to test yourself with the following questionnaire. This will help you decide if you are right for The Good Earth Food Coop and will in return help us determine if The Good Earth Food Coop is right for you.

1. Can you commit to a schedule?

The Good Earth Food Coop is a grocery store that maintains regular hours. Your day may start at 8:00 am. This may seem easy but keep in mind that working in grocery stores includes customer service and standing for 4 hours at a time.

2. Do you pay attention to the little things?

The Good Earth Food Coop requires attention to detail. It is this level of attention that has allowed The Good Earth Food Coop to develop a reputation of knowledge and quality. Whether it is customer service or guaranteeing that all products sold are visually appealing as well as high quality.

3. Are you self-motivated?

Even when customer traffic slows, you will find yourself busy with stocking, light cleaning, and more, and then returning to your primary job description.

4. Can you stay calm and friendly under pressure?

In the grocery industry there are slow periods and then there are times when you may not “catch your breath” because of the high sales season. You must be able to stock product, operate as a cashier and correct mistakes in a fast and effective manner, sometimes for hours on end.

5. Are you willing to follow a grooming and dress code?

The Good Earth Food Coop is a professional environment and our grooming and dress code reflects that.

6. Are you a team player?

You'll be working alongside your fellow team members, sometimes under stress. No matter what's going on in your week, your co-workers will be counting on you to be here 100% when your shift starts. You will need to pull your weight and that could include things such as stocking, sweeping the floors or servicing high needs customers.

7. Are you willing to accept “No” as an answer?

The Good Earth Food Coop is a strong believer that team members must be able to make some decisions on their own; however, *are you willing to accept that some of your decisions require the final determination of the store manager?*

Note: The Coop is owned by its members who elect the board of directors, the members and board of directors determine the overall direction of the Coop not the managers or employees.

If you answered “yes” to these questions, we'd like to meet you. Go ahead Apply!

Application for Employment



Good Earth Food Coop / Employment Services
 2010 8th St. No.
 St. Cloud, MN. 56303

<input type="checkbox"/> Card _____
<input type="checkbox"/> Letter _____
Logged _____

Date: _____

Name: _____
(Last) (First) (Middle)

Are you known by **any other name** which we will need to check your work record? Yes No

If so, please provide: _____

Address: (Where we can rely on reaching you)			
(Street)	(City)	(State)	(Zip)
Temporary Address (if applicable):			
(Street)	(City)	(State)	(Zip)
Home Phone Number _____		Work Phone Number _____	
or Phone where a message can be left _____			
E-mail address: At home _____		At work _____	

Are you 18 years or older?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If no, can you provide a youth employment certificate from a NH or VT High School?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Federal Law establishes certain hour restrictions for anyone under sixteen (16) years old.	
Will these hour restrictions apply to you?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have a legal right to work in the USA ?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Alien registration number (if applicable) _____ Social Security Number (optional) _____	
<small>(If you accept employment with the Co-op, the Federal Immigration Act of 1986 requires that you provide documents establishing your identity and work authorization)</small>	
Have you been convicted of a criminal felony or misdemeanor in the last five (5) years?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Or have you plead guilty or no contest to such a charge in the last five (5) years?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<small>(Previous convictions do not exclude an applicant from consideration for employment. Factors such as age, time of the offense, seriousness, nature of the violation and rehabilitation will be taken into consideration.)</small>	
If yes, please explain: _____	

Have you ever worked for the Co-op before? If yes, when? _____
How were you referred to the Co-op? (Newspaper, radio, friend, etc) _____
List Co-op employees that you know (including relatives): _____
I am available : Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary <input type="checkbox"/> Summer <input type="checkbox"/>
The Co-op is open 7 days a week,
Days of the week you will NOT be available (please circle): M T W T F S S All
When can you start work? _____
Do you have any schedule limitations ? If yes, please specify. _____
Minimum Wage or Salary Required: _____

EMPLOYMENT DESIRED: Are you applying for a **specific job** opening? If yes, please specify.

Would you be interested in **other positions** at the Co-op? If yes, please specify.

Many of our jobs **require lifting 50-70 lbs** on a regular basis, as well as direct **customer service**. Can you perform such work with or without reasonable accommodation?

Yes No

If you need reasonable accommodation, please specify:

EDUCATION:	Name of School	Years Attended	Did you graduate?	Subjects Studied
High School				
GED				
College				
Graduate School				

EDUCATION: If you **did not graduate**, why and when did you leave school?

Future plans for continuing education and training, if any:

GENERAL: Subjects of Special Study/Scholastic Honors/Additional Training related to the position you are seeking:

Special Skills (for example: Computer -- list software you are familiar with; or words per minute for typing):

Activities you enjoy:

EMPLOYMENT HISTORY: List your last four employers, the most recent first.

You may include volunteer assignments and periods of self-employment. Please note interruptions in employment longer than one month. If you need more space, please continue on a separate sheet and/or attach a resume.

Employer _____ Contact Person _____
Address _____ Phone Number _____
Dates Employed from: _____ to: _____ May we contact them? Yes No
Pay Rate Starting _____ Finishing _____ Reason for making a change: _____
Your Responsibilities: _____ Job Title: _____

Employer _____ Contact Person _____
Address _____ Phone Number _____
Dates Employed from: _____ to: _____ May we contact them? Yes No
Pay Rate Starting _____ Finishing _____ Reason for making a change: _____
Your Responsibilities: _____ Job Title: _____

Employer _____ Contact Person _____
Address _____ Phone Number _____
Dates Employed from: _____ to: _____ May we contact them? Yes No
Pay Rate Starting _____ Finishing _____ Reason for making a change: _____
Your Responsibilities: _____ Job Title: _____

Employer _____ Contact Person _____
Address _____ Phone Number _____
Dates Employed from: _____ to: _____ May we contact them? Yes No
Pay Rate Starting _____ Finishing _____ Reason for making a change: _____
Your Responsibilities: _____ Job Title: _____

EMPLOYMENT: Which of these positions did you like best?

What did you like most about this position?

MILITARY SERVICE: Branch of Service, kinds of training, and duty while in the service:

From: _____ to: _____ Rank: _____

Present Military Affiliation: None Reserve (active) Reserve (inactive)

REFERENCES:	
Give the names of three people not related to you whom you have known at least one year, particularly those who could speak to your work experience .	
Name _____	Title/Relationship _____
Address _____	Phone (work or home) _____
Name of Business (if applicable) _____	Years Acquainted _____
Name _____	Title/Relationship _____
Address _____	Phone (work or home) _____
Name of Business (if applicable) _____	Years Acquainted _____
Name _____	Title/Relationship _____
Address _____	Phone (work or home) _____
Name of Business (if applicable) _____	Years Acquainted _____

PLEASE READ BEFORE SIGNING

EQUAL EMPLOYMENT OPPORTUNITY

We do not and **will not discriminate** on the basis of race, religion, national origin, sex, age, disability, marital status, or status as a disabled veteran. Information provided on this application will not be used for any discriminatory purpose.

ACCURACY OF INFORMATION

I certify that all the information submitted by me on this application is true and complete to the best of my knowledge, and I understand that if I am employed, **false statements** on this application can be grounds for termination of my employment. I understand that this application, if I am employed by the Co-op, will become part of my personnel file.

AUTHORIZATION FOR RELEASE OF INFORMATION

In connection with this application, I authorize my former employers, schools, law enforcement agencies, and branches of military to release information they may have about me. I release all parties supplying such information and the Co-op from any liability arising out of the release of any such information.

CO-OP RULES AND REGULATIONS

In consideration of my employment, I agree to **conform to the Co-op's rules and regulations** currently in existence or which may be existing in the future.

EMPLOYMENT AT WILL

I understand that if I am offered a position at the Co-op my **employment is "at will,"** which means that either I or the Co-op can terminate the employment relationship at any time for any reason not prohibited by law. I also understand and agree that the terms and conditions of my employment may be changed with or without cause, and with or without notice, at any time by the Co-op.

I understand that no Co-op representative, other than its General Manager, and then only in writing and signed by the General Manager, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing.

Your Signature _____ Date _____

Your employment application is considered active for one month. If you wish your application to remain active longer, please let us know.