

EMPLOYMENT APPLICATION

Some positions may require completion of a multiple choice, typing or other job related test.

Please indicate if ou need accommodation to com lete the a lication rocess O YES O NO

|  |  |  |  |
| --- | --- | --- | --- |
| PERSONAL INFORMATION | | | |
| Name (Last, First, Middle) | | | |
| Street Address I City | | State I Zip | Telephone no. where you can be contacted  ( ) |
| Have you ever worked for  7-Eleven/H.M.I D YES O NO | IfYes, where and when? | Date of I" Employment (if former Employee) | Are you over 18 years of age? D YES D NO Are you over 21 years of age? D YES D NO |
| Have you been convicted of a criminal offense within the past seven years? (Except minor traffic offenses). D YES D NO | | If YES, give details. | |
| verifying your identity? D YES D NO | | | |



Can you upon employment, submit verification of your legal right to work in the United States and documentation I Referred by:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| EMPLOYMENT INTERESTS | | | | | | | | | | |
| Position for which you are applying: | | | | | | Salary Expected | | Date Available  D Full-time D Part-time | | |
| With regard to initial work location, do you have any geographic preferences?  D YES O NO | | If YES, specify | | | | Are you willing  to travel?  D YES O NO | | If YES, what percentage? | | |
| Are there any hours, shifts, or day you cannot or will not work? D YES D NO | | If YES, explain | | | | | | | | |
| STORE POSITIONS ONLY  Please indicate the days and hours you are available to work. Be sure to state AM or PM | MONDAY | | TUESDAY | WEDNESDAY | THURSDAY | | FRIDAY | | SATURDAY | SUNDAY |
|  | |  |  |  | |  | |  |  |
| Certain positions within the company may require use of a car or other motorized vehicle. Ifyou use such a vehicle where required in the job for which you are applying.... | | | A. Do you have a valid driver's license? D YES O NO   1. Do you have access to a car or other motorized vehicle? D YES O NO 2. Do you have or can you get liability insurance on such a vehicle? D YES O NO Your Driving Record will be checked if vou drive a comoanv vehicle. | | | | | | | |
| Other specialized skills or information you feel are pertinent to the job for which you are applying | | | | | | | | | | |

EDUCATION

HIGHEST GRADE, DIPLOMA OR DEGREE

COURSE/MAJOR

High School

College,

Business, Vocational, or Other Training

|  |  |  |  |
| --- | --- | --- | --- |
| 2. Name and Address |  | DATES OF EMPLOYMENT | SALARY |
|  |  | Start lEnd | Start |

|  |  |  |
| --- | --- | --- |
| 3. Name and Address | DATES OF EMPLOYMENT | SALARY |
|  | Start I End | Start |

|  |  |  |
| --- | --- | --- |
| 4. Name and Address | DATES OF EMPLOYMENT | SALARY |
|  | Start I End | Start |

Handee Marts, Inc. d/b/a/ 7-Eleven is committed to programs of equal employment which include giving full consideration to the qualifications for employment of applicants who a) have a physical or mental or health condition which may be regarded as a disability;

EMPLOYMENT HISTORY-INFORMATION WILL BE VERIFIED; TELEPHONE NUMBERS ARE VERY IMPORTANT

Please list ALL JOBS, beginning with your present or last employer. Account for ALL time periods, including UNEMPLOYEMENT, SELF-

EMPLOYMENT, AND U.S. MILITARY SERVICE.

I. Name and Address

Ifspace is insufficient, list on a separate page or additional application form.

DATES OF EMPLOYMENT

Start

Job Title

Dept

Supervisor

lEnd

May we contact employer?

SALARY

Start

lEnd

Telephone Number

D YES

Duties and Responsibilities

Type of Business

O NO

Reason for leaving or wishing to leave

Job Title

Dept.

Supervisor

May we contact employer?

lEnd

Telephone Number

D YES O NO

Duties and Responsibilities

Type of Business

Reason for leaving or wishing to leave

Job Title

Dept.

Supervisor

May we contact employer?

lEnd

Telephone Number

D YES O NO

Duties and Responsibilities

Type of Business

Reason for leaving or wishing to leave

Job Title

Dept.

Supervisor

May we contact employer?

j End Telephone Number

D YES O NO

Duties and Responsibilities

Type of Business

Reason for leaving or wishing to leave

b) are disabled veterans; or c) are veterans of the Vietnam era. You may volunteer this information to the employment representative when you submit this application. You may also provide information on the skills and/or procedures you use or intend to use to perform the job for which you are applying and the nature and type of accommodations which you feel an employer may need to make in order to enable you to perform the job in a proper and safe manner. This information will be treated as confidential. Failure to provide this information will not jeopardize or adversely affect any consideration you may receive for employment.

I certify the facts set forth in my application for employment are true and complete. I understand that, if employed, false statements in this application may be considered sufficient cause for dismissal. I authorize 7-Eleven to verify all statements contained in this application and to contact schools, former employers, and to otherwise investigate my personal and professional background, as necessary and as limited above for my present employer. I authorize and release any and all former and/or present employers from any liability whatsoever in connection with 7-Eleven's attempts to verify my past employment. I also understand that, if employed I will be required to complete the Immigration Service form 1-9 for employment eligibility and show required supporting documentation.

I hereby authorize and direct the employer to withhold and deduct from my paycheck or from any monies owed me or held for me by

said employer all or any portion thereof upon the amount of, and in payment of, any indebtedness I may have said employer at time of termination of employment.

Applicant's Signature --------------------Date:, \_