



# APPLICATION FOR EMPLOYMENT

## PERSONAL INFORMATION

MUST BE AT LEAST 18 YEARS OF AGE TO APPLY

Date Completed: \_\_\_\_\_

Last Name		First Name		Middle Name			
Present Address Number	Street Name	City	State	Zip Code	Years at Address		
Phone Number		Secondary Phone #					
Person to notify in case of an Emergency: Name		Address	Street	City	State	Zip Code	Home Telephone Number
Do you have any relatives working for the company? <input type="checkbox"/> Yes <input type="checkbox"/> No							
Name _____		Position _____		Location _____			

## EMPLOYMENT INFORMATION

Where did you submit application? <input type="checkbox"/> San Fernando Valley <input type="checkbox"/> N. San Joaquín <input type="checkbox"/> Whittier/Downey <input type="checkbox"/> Antelope Valley <input type="checkbox"/> S. San Joaquín <input type="checkbox"/> Pasadena <input type="checkbox"/> Victorville/Hesperia <input type="checkbox"/> Corporate	Have you applied for Vallarta Supermarkets in the past 90 days? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, when? (Month/Year) _____ If Yes, at which location? _____
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Applicants must be at least 18 years of age to work for Vallarta, are you at least 18 years of age?  Yes  No

Vallarta Supermarkets offers many opportunities within our Company. Which Department(s) would you enjoy working in?

### STORE OPPORTUNITIES:

- Bakery    Cashier    Courtesy Clerks    Customer Service Booth    Deli/Dairy/Frozen    Meat/Cremeria    Produce    Taqueria    Tortilleria  
 Grocery    Receiving    Scan    Janitorial

### NON-STORE OPPORTUNITIES:

- Corporate Office/Sylmar    Grocery Warehouse/Sylmar    Produce Warehouse/Sylmar

Option #1 Position Applying For: \_\_\_\_\_ Option #2 Position Applying For: \_\_\_\_\_

List skills relevant to the position(s) you are applying for: \_\_\_\_\_

What type of employment are you looking for?  Full Time or  Part Time    Are you currently employed?  Yes  No  
 May we contact your current employer?  Yes  No    If hired do you intend to keep your present job?  Yes  No  
 Specify hours **available** for each day of the week (if available anytime write ANY):

\_\_\_\_\_  
 Monday                      Tuesday                      Wednesday                      Thursday                      Friday                      Saturday                      Sunday

Have you ever worked for Vallarta Supermarkets before?  Yes  No    If "yes," give dates From \_\_\_/\_\_\_/\_\_\_ To \_\_\_/\_\_\_/\_\_\_    Location: \_\_\_\_\_

Reason for leaving Vallarta Supermarkets? \_\_\_\_\_

Will you relocate if the job requires it?  Yes  No    Will you travel if the job requires it?  Yes  No

Are you able to perform the essential functions of the job for which you are applying, either with or without a reasonable accommodation?  Yes  No    If "no," describe the functions that cannot be performed. \_\_\_\_\_  
 (Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions.)

## WORKING SAFELY IS A CONDITION OF EMPLOYMENT

Vallarta Supermarkets is committed to providing a safe, healthy and secure work environment for our team members and customers through our Work Safe programs. We achieve our Work Safe goals through partnership with our team members, managers and leadership. Vallarta Supermarket's Work Safe programs are based upon the following principles:

Work Injuries and illnesses are preventable and we have a clear goal to achieve zero injuries.

Safety is everyone's responsibility

Working safely is a condition of employment

Compliance with all applicable health and safety requirements is paramount.

The integrity of our Work Safe programs is ensured through sensible hiring, and comprehensive ongoing safety training that begins on every team member's first day. At Vallarta Supermarkets, our work is never too urgent or too important so that we cannot take the time to do it safely.

Vallarta is an equal opportunity employer. Vallarta provides equal employment opportunity for all applicants and prohibits discrimination based on race, color, sex (including pregnancy, childbirth, breastfeeding and medical conditions related to pregnancy, childbirth, or breastfeeding), gender, religious creed (including religious dress and grooming practices), marital status, domestic partner status, age, national origin or ancestry, physical or mental disability, medical condition, genetic information and characteristics, sexual orientation, gender identity or expression, military or veteran status, or any other basis protected under federal, state, or local laws.

Vallarta will make reasonable accommodations, where appropriate, to assist applicants with disabilities with Vallarta's application and hiring processes, if the accommodation does not result in an undue hardship to the Company or a direct threat to health and safety.

**We are an Equal Opportunity Employer**

## WORK EXPERIENCE

<b>*Last/Present Employer:</b>	<b>Length of Service</b>		<b>Reason for leaving or wanting to leave?</b>
Address	<u>Month/Year Began</u>	<u>Month/Year Ended</u>	<b>Present job title or job title at the end of employment:</b>
Telephone Number(s)			<b>Job title when you began:</b>
Name of Supervisor			<b>Major responsibilities:</b>
Title Department			
May we contact now? __ Yes __ No (If still employed)			

<b>*Last/Present Employer:</b>	<b>Length of Service</b>		<b>Reason for leaving or wanting to leave?</b>
Address	<u>Month/Year Began</u>	<u>Month/Year Ended</u>	<b>Present job title or job title at the end of employment:</b>
Telephone Number(s)			<b>Job title when you began:</b>
Name of Supervisor			<b>Major responsibilities:</b>
Title Department			
May we contact now? __ Yes __ No (If still employed)			

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Address	<u>Month/Year Began</u>	<u>Month/Year Ended</u>	<b>Present job title or job title at the end of employment:</b>
Telephone Number(s)			<b>Job title when you began:</b>
Name of Supervisor			<b>Major responsibilities:</b>
Title Department			
May we contact now? __ Yes __ No (If still employed)			

## EDUCATION

	<b>Name and Address</b>	<b>Circle Years Completed</b>	<b>Did You Graduate?</b>
<b>High School</b>		1 2 3 4	
<b>College</b>		1 2 3 4	
<b>Post College</b>		1 2 3 4	
<b>Trade or Business School</b>		1 2 3 4	

## APPLICANT'S STATEMENT

<p><b>PLEASE READ CAREFULLY BEFORE SIGNING!</b></p> <p>I hereby certify the information on this application is correct and complete to the best of my knowledge.</p> <p>I understand that falsification or omission of any material information on this application shall be grounds for rejection of this application or for immediate termination. I authorize the references listed to provide the Company any and all information concerning my previous employment and any pertinent information that they may have. Further, I release all parties and persons from any and all liability for any use or disclosure of such information by the Company or any of its agents, employees, or representatives. I agree that if employed, I will abide by all policies and procedures established by the employer. I agree to submit to Drug Testing if required, by Vallarta Supermarkets.</p> <p>I hereby acknowledge that my employment is "at-will," that I may resign at any time and the Company may terminate my employment at any time, with or without cause, and with or without notice, that any assurances of continued employment, whether written, oral or by conduct, shall not be interpreted as changing the nature of the employment relationship unless specifically acknowledged in writing by the President of the Company.</p> <p>I declare under penalty of perjury that all the foregoing is true and correct</p>		
Signature of Applicant	Print Name	Date

Note: No consideration of employment will be given to any applicant that does not sign the above statement. Application expires in 90 days if not employed.

**We are an Equal Opportunity Employer**

Revised 01.01.2018  
Replaces 08.03.2017

**FOR COMPANY USE ONLY**

HR Prescreened process:  Yes  No

Employee Number: \_\_\_\_\_

Pre-screen done by: \_\_\_\_\_

Full Time  Part Time

Starting Date: \_\_\_\_\_

Location # \_\_\_\_\_

Department #: \_\_\_\_\_ Job Title: \_\_\_\_\_ Salary: \$ \_\_\_\_\_ Vacation Code: \_\_\_\_\_

Remarks:

\_\_\_\_\_

\_\_\_\_\_

I hereby certify that I have been informed of the duties, the hours and days of work of the position for which I was offered and accepting.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Hiring Person Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Position

Orientation Date \_\_\_\_\_