



# WORKING <sup>AT</sup> WESTBORN

ONLY HARD-WORKING AND PASSIONATE PEOPLE NEED APPLY! ▶ APPLICATION DATE / /

APPLYING FOR ▶  DEARBORN  BERKLEY  
 LIVONIA  PLYMOUTH

NAME ▶	FIRST			MIDDLE			LAST		
	ADDRESS			CITY			ZIP		
ADDRESS ▶	ADDRESS			CITY			ZIP		
	ADDRESS			CITY			ZIP		
						AREA CODE/PHONE NO.			

## GETTING TO KNOW YOU ▶

ARE YOU AT LEAST 18? ▶	YES	NO	IF NO, WHAT'S YOUR BIRTH DATE:	HAVE YOU EVER WORKED AT WESTBORN? ▶	YES	NO	IF YES, WHICH STORE/DEPARTMENT:
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ARE YOU LEGALLY AUTHORIZED TO LIVE AND WORK IN THE U.S.? ▶	YES	NO	HOW DID YOU HEAR ABOUT WESTBORN? ▶	I'm a Shopper	Current Employee
				Online/Website	Newspaper
HAS A MEMBER OF YOUR FAMILY EVER WORKED FOR WESTBORN? ▶	YES	NO	IF YES, WHICH STORE/DEPARTMENT:	Friend	Agency
				Relative	Other

WHAT ARE YOUR PERSONAL INTERESTS? ▶

SPECIAL TRAINING OR SKILLS? ▶

HAVE YOU EVER BEEN CONVICTED OF A FELONY? ▶ YES NO IF YES, EXPLAIN (A CONVICTION WILL NOT NECESSARILY DISQUALIFY YOU FROM EMPLOYMENT):

## HOW ABOUT YOUR EDUCATION? ▶

YOUR EDUCATION ▶	NAME & LOCATION	DATES ATTENDED	HIGHEST YEAR COMPLETED	MAJORS/MINORS	DEGREES/DIPLOMAS
HIGH SCHOOL			9 10 11 12		
TECHNICAL/VOCATIONAL					
COLLEGE/UNIVERSITY			1 2 3 4		

## WHEN CAN YOU WORK? ▶

I'M INTERESTED IN ▶ DEPARTMENT(S) PART-TIME FULL-TIME HOURS PER WEEK ▶

AVAILABLE HOURS ▶	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
PLEASE BE SPECIFIC REGARDING TIMES.	START-TIME						
	END-TIME						

## IN CASE OF EMERGENCY ▶

<b>CONTACT PERSON ▶</b>	NAME	RELATIONSHIP
	ADDRESS	HOME PHONE

## PROFESSIONAL REFERENCES ▶

<b>REFERENCE 1 ▶</b>	EMPLOYER (COMPANY)	SUPERVISORS NAME	AREA CODE/PHONE NO.				
	ADDRESS	CITY/STATE/ZIP	START DATE (Mo/Yr)    END DATE (Mo/Yr)				
POSITION		RESPONSIBILITIES					
STARTING WAGE/SALARY	FINAL WAGE/SALARY	REASON FOR LEAVING	<table border="1"> <tr> <td>YES</td> <td>NO</td> </tr> <tr> <td colspan="2">MAY WE CONTACT</td> </tr> </table>	YES	NO	MAY WE CONTACT	
YES	NO						
MAY WE CONTACT							

<b>REFERENCE 2 ▶</b>	EMPLOYER (COMPANY)	SUPERVISORS NAME	AREA CODE/PHONE NO.				
	ADDRESS	CITY/STATE/ZIP	START DATE (Mo/Yr)    END DATE (Mo/Yr)				
POSITION		RESPONSIBILITIES					
STARTING WAGE/SALARY	FINAL WAGE/SALARY	REASON FOR LEAVING	<table border="1"> <tr> <td>YES</td> <td>NO</td> </tr> <tr> <td colspan="2">MAY WE CONTACT</td> </tr> </table>	YES	NO	MAY WE CONTACT	
YES	NO						
MAY WE CONTACT							

## UNIFORM POLICY ▶

Upon commencement of your employment, you will be required to purchase a non-refundable uniform. The cost of these items will be taken out of your paycheck spanning 2 pay periods. Your department manager will give you more information about your uniform standards and what items will be required.

## APPLICANT'S STATEMENT ▶

I represent that the information on this application is correct to the best of my knowledge and understand that any misstatement or omission of information may be grounds for rejection of my application or dismissal from subsequent employment. I authorize the references listed above to give you any and all information they may have. I further authorize Westborn Market or affiliated subsidiaries to conduct a felony records search to verify the information provided in this application is accurate. I hereby release all parties including Westborn Market or affiliated subsidiaries, and their respective officers, directors, agents and successors from all liability for any statements or information provided.

In consideration of my employment, I agree to conform to the policies and procedures of Westborn Market or affiliated subsidiaries and I understand that the policies, procedures, wages and benefits of the company may change from time to time. I understand that nothing in this application is intended to imply or create an employment relationship or contract for employment. I further understand that, if hired, my employment with Westborn Market or affiliated subsidiaries is "at will" and can be terminated at any time, with or without cause and with or without notice. I also understand that no manager, supervisor, or any other representative, other than the owner, has the authority to enter into any agreement for employment. I further understand and specifically acknowledge that any agreement for employment other than "at will" must be in writing and signed by the owner and me.

This application was designed to comply with the Federal Civil Rights Act, Title VII, The Age Discrimination Act of 1967, The Americans with Disabilities Act, The Civil Rights Act of 1991 and State Fair Employment Practice Laws. Therefore, no question answered is or will be used to discriminate adversely in matters of race, color, marital status, national origin, religion, age, sex, disability, Veteran status, or any other characteristics protected by state or local laws.

**CONFIDENTIALITY STATEMENT:** Employees and former employees are prohibited from releasing to any other party any information whatsoever about Westborn Market which is of a confidential nature, or which could be deemed to constitute a "trade secret." Employees or former employees are further prohibited from using, in any matter whatsoever, information which is confidential, proprietary, or privileged, whether for their benefit or gain, or for that of any other person. Any information which has not been disclosed publicly in writing should be treated as confidential and proprietary.

**FOR DELIVERY DRIVER AND/OR MANAGEMENT CONSIDERATION:** I also verify that all the information listed above and on any subsequent documents regarding my driving history and automobile insurance is complete and accurate. I authorize Westborn Market or affiliated subsidiaries to obtain or direct me to obtain at my own expense my motor vehicle record and proof of insurance to verify above. I understand that if I am hired my driving record may be verified from time to time at the discretion of the company. I also understand that if I am hired and my driving record does not meet the requirements of the company I will be subject to disciplinary action up to and including termination.

SIGNATURE	DATE
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Under the guidelines of federal law, if hired, you are required to furnish documentation to show proof of identity and legal authorization to work in the United States. Please note that Westborn Market is a paperless pay company, meaning your paycheck is directly deposited into your bank account. In addition, your paystubs are not printed, but are available to you at any time online (as well as your W-2 forms).

