



# EMPLOYMENT APPLICATION

Three Rivers Market is an Equal Opportunity Employer

Thank you for your interest in Three Rivers Market! We appreciate your time. You should know that:

- Three Rivers Market does not have seasonal or short term employment,
- Most employees have a typical or routine schedule, but shifts and hours are subject to change, and
- Almost all positions require at least one weekend shift per week.
- Three Rivers Market’s goal is to become the friendliest store in Knoxville – we are looking for applicants that will help us reach that goal!

This application is intended for use in evaluating your qualifications for employment. All qualified applicants will receive consideration without regard to race, national origin, creed, age, religion, sex, gender identity, disability, sexual orientation, marital or veteran status, or ethical dissent with Three Rivers Market policy. In addition to the application, other assessments, including, but not limited to interview, job related skill testing, and reference verification may be required prior to employment.

Due to the number of applications we receive, we regret that we are unable to follow up with each applicant. You will receive a phone call from us if you are selected for an interview. Please note, a working phone that receives calls and/or texts without delay is a requirement of employment.

This application will be considered active for thirty days. If you wish to be considered for employment after thirty days, please submit another application.

It is important to note that only complete applications will be considered. If you need assistance completing this application, please ask a Customer Service Assistant at the Member & Customer Services desk.

<b>PERSONAL INFORMATION</b>	Name:		Date:	
	Address: (Street)		(City)	(State) (Zip)
	Telephone (required):	Best time to call:	Email Address:	
	Have you applied at Three Rivers Market previously? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when:		Have you worked at Three Rivers Market previously? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when and why did you leave:	
	Do you know anyone who currently works, or previously worked, at Three Rivers Market? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, who:			Wage range desired:

<b>JOB INTEREST AND AVAILABILITY</b>	Which position(s) are you applying for:		Would you be interested in other jobs? <input type="checkbox"/> Yes <input type="checkbox"/> No		When could you start?			
	Ideal number of hours per week: <input type="checkbox"/> 10 <input type="checkbox"/> 15 <input type="checkbox"/> 20 <input type="checkbox"/> 25 <input type="checkbox"/> 30 <input type="checkbox"/> 35 <input type="checkbox"/> 40		Do you have other commitments (employment or school) that might affect your availability?					
	Please indicate the times that you would be available to work for each day below:							
	<b>DAY:</b>	<b>MON</b>	<b>TUE</b>	<b>WED</b>	<b>THU</b>	<b>FRI</b>	<b>SAT</b>	<b>SUN</b>
	I can start working at...							
	I can work until...							
In the next 6 months, do you expect any change in your availability? If yes, explain:								



# QUESTIONNAIRE

What *specific* experience do you have related to the position for which you are applying (experience with retail businesses, cooperatives, and knowledge of natural foods, etc.)?

Three Rivers Market's goal is to be the friendliest store in Knoxville so we expect our employees to demonstrate exceptional customer service skills. What is your experience and/or philosophy regarding interacting with customers?

Three Rivers Market strives for constant improvement. Please tell us how your personal strengths and/or leadership experience would improve Three Rivers Market. Sell yourself!

Stocking and some other jobs at Three Rivers Market can be very physically challenging, including frequent lifting of 50 lb. bags or boxes and standing for 4 hours at a time. This physical work is an essential function of these jobs. If you are applying for such a position, can you (with or without reasonable accommodation) perform this essential function?

Yes, I can perform these tasks     No, I would not be able to perform these tasks     I am not applying for this type of job.

Have you ever been convicted of, pled no contest to, or obtained deferred adjunction for any crime other than a minor traffic violation? (Conviction will not necessarily disqualify an applicant from employment.)

Yes     No    If yes, please explain:

Do you currently have a ServSafe certificate?

Yes    Expiration date: \_\_\_\_\_     No

# JOB MATCHING

Please review the following list of work conditions. Rate each one from 1 to 3 according to the scale below.

**1 = unacceptable or unable to do      2 = not my favorite, but okay      3 = would enjoy and/or excel at it**

- |   |   |
|---|---|
| <p>_____ Ongoing training</p> <p>_____ Taking responsibility for your own mistakes</p> <p>_____ Juggling multiple tasks</p> <p>_____ Helping hundreds of customers per day</p> <p>_____ Handling unpackaged meat</p> <p>_____ Working with numbers</p> <p>_____ Cleaning gross things</p> <p>_____ Helping out in departments other than your own</p> <p>_____ Receiving direction from managers</p> <p>_____ Working behind a counter</p> <p>_____ Receiving criticism</p> <p>_____ Wiping and cleaning things all day</p> <p>_____ Memorizing codes and numbers</p> | <p>_____ Standing in one place for long periods</p> <p>_____ Repetitive job duties</p> <p>_____ Working at a fast pace</p> <p>_____ Handling packaged meat</p> <p>_____ Serving people with values different than your own</p> <p>_____ Talking to customers for an entire shift</p> <p>_____ Serving customers who are in a bad mood</p> <p>_____ Being accountable for money</p> <p>_____ Lifting 25lbs or more repetitively</p> <p>_____ Prioritizing a heavy workload</p> <p>_____ Working under time pressure</p> <p>_____ Getting food on your clothes</p> <p>_____ Picking up trash inside and outside</p> |
|---|---|

If hired, can you show evidence of your right to work in the United States?  Yes    No

Where did you hear about this job?  
\_\_\_\_\_

**SIGNATURE**

I certify that I have read and understand this entire application and that the answers and statements given by me are true and correct to the best of my knowledge. I understand that any inaccurate or omitted information on the facts called for in this application may result in rejection of my application, or, if hired, immediate termination of employment.

I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and Three Rivers Market. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or Three Rivers Market, and that no promises or representations contrary to the foregoing are binding on Three Rivers Market.

I hereby authorize any and all schools, former employers, references, courts and any others who have information about me to provide such information to Three Rivers Market and/or any of its representatives, agents or vendors and I release all parties involved from any and all liability for any and all damage that may result from providing such information.

**BY SIGNING BELOW I ACKNOWLEDGE THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE ABOVE STATEMENTS.**

Signature: \_\_\_\_\_

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

Applicants have rights under Federal Employment Laws. For more information visit <http://www.eeoc.gov/employees/>



Based on guidance of the CDC and public health authorities as of March 2020, the COVID-19 pandemic meets the direct threat standard. The CDC and public health authorities have acknowledged community spread of COVID-19 in the United States and have issued precautions to slow the spread, such as significant restrictions on public gatherings. In addition, numerous state and local authorities have issued closure orders for businesses, entertainment and sport venues, and schools in order to avoid bringing people together in close quarters due to the risk of contagion. These facts manifestly support a finding that a significant risk of substantial harm would be posed by having someone with COVID-19, or symptoms of it, present in the workplace at the current time. At such time as the CDC and state/local public health authorities revise their assessment of the spread and severity of COVID-19, that could affect whether a direct threat still exists.

[-https://www.eeoc.gov/facts/pandemic\\_flu.html#5](https://www.eeoc.gov/facts/pandemic_flu.html#5)

*Have you travelled internationally?*

If you traveled by air or had [higher risk exposures](#) during travel-

- [Get tested](#) with a viral test 3-5 days after travel AND stay home for 7 days after travel.
  - Even if you test negative, stay home for the full 7 days.
  - If your test is positive or you have symptoms of COVID-19, [isolate](#) yourself to protect others from getting infected and follow public health recommendations.
- If you don't get tested, it's safest to stay home for 10 days after travel.
- Avoid being around people who are at [increased risk for severe illness](#) for 14 days, whether you get tested or not.
- Always follow [state and local](#) recommendations or requirements related to travel.

- <https://www.cdc.gov/coronavirus/2019-ncov/travelers/faqs.html#International-Travel>

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Three Rivers Market's efforts to safeguard the health of its patrons and employees includes following the advice of the CDC and state/local public health authorities regarding information needed to permit an employee's return to the workplace after visiting a specified location, whether for business or personal reasons. Therefore Three Rivers Market may inquire about recent international travel before scheduling any applicant for interview.

Three Rivers Market **may screen job applicants for symptoms of COVID-19 after making a conditional job offer and** may delay the start date of an applicant who has COVID-19 or symptoms associated with it. Job offers during this pandemic will be conditional on whether the applicant has received a COVID-19 diagnosis or is experiencing symptoms associated with it.

*Please complete Questionnaire on back*

1. Have you experienced any of the following symptoms in the past 48 hours:

Fever or Chills	Cough	Shortness of breath or difficulty breathing	fatigue
muscle or bod aches	headache	new loss of taste or smell	
sore throat	congestion or runny nose	nausea or vomiting	diarrhea

**Y / N**

2. Within the past 14 days, have you been in close physical contact (6 feet or closer for a cumulative total of 15 minutes) with:

Anyone who is known to have laboratory-confirmed COVID-19?

OR Anyone who has any symptoms consistent with COVID-19?

**Y / N**

3. Are you isolating or quarantining because you may have been exposed to a person with COVID-19 or are worried that you may be sick with COVID-19?

**Y / N**

4. Are you currently waiting on the results of a COVID-19 test?

**Y / N**