

# DOWNTOWN TOPEKA FARMERS MARKET

## Employment Application

APPLICANT INFORMATION						
Last Name		First, MI		Date	SS#	
Street Address				Apartment/Unit #		
City, State, Zip		Date Available		Driver's License #		
Phone		Position Applied for				
Can you stand for long periods of time?		Do you understand the position duties and time requirements?			Are you self motivated?	
Are you employed now?		Name of company				
Are you a citizen of the United States?		YES	NO	If no, are you authorized to work in the U.S.?		
				YES	NO	
Have you ever worked for this company?		YES	NO	If so, when?		
Have you ever been convicted of a felony?		YES	NO	If yes, explain		
EDUCATION						
High School			Address			
From	To	Did you graduate?		YES	NO	
				Degree		
College			Address			
From	To	Did you graduate?		YES	NO	
				Degree		
REFERENCES						
<i>Please list three professional references.</i>						
Full Name			Relationship			
Company			Phone (     )			
Address						
Full Name			Relationship			
Company			Phone (     )			
Address						
Full Name			Relationship			
Company			Phone (     )			
Address						

**AVAILABILITY**

*You will not necessarily be scheduled to work for all of the hours you indicate as available. Rather, this will be used as a scheduling guideline.*

Day	Zero Availability	All-Day Availability	Specific Availability
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

Will there be a time soon that your availability will change?	What will your availability be at that time?
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**PREVIOUS EMPLOYMENT**

Company		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES	NO
Company		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES	NO
Company		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?		YES	NO

**PREVIOUS EXPERIENCE**

Do you have experience running Facebook, Instagram or Twitter for a business?  
*Experience is not required but will help us determine how much training you may need*

Yes      No

If yes, please describe below

Do you have experience with grant writing, looking for sponsors or working for/with a non-profit?

Yes                      No

*Experience is not required but may assist us in our decision making*

If yes, please describe below

Do you have any experience with advertising or marketing?

Yes                      No

*Please list any other past experience or information you think may be important for this job.*

Do you have any connections with the Topeka farmers market? *I.e...related to a vendor, previous vendor, etc.*

**DISCLAIMER AND SIGNATURE**

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the company from all liability for any damage that may result from utilization of such information.

Signature

Date