

VALLEY FINE FOODS, INC.

3909 Park Road • Benicia, CA 94510 • Tel (707) 746-6888 • Fax (707) 746-6751
 300 Epley Drive • Yuba City, CA 95991 • Tel (530) 671-7200 • Fax (530) 671-7038
 212 Nuway Packing Road • Forest City, NC 28043 • Tel (282) 247-4981
www.valleyfine.com



Valley Fine Foods is an equal opportunity employer and affords equal opportunity to all applicants for all positions without regard to race, color, religion, gender, national origin, age, disability, veteran status or any other status protected under local, state or federal laws.

GENERAL

Date: _____

Name: _____ Social Security No: _____ / _____ / _____
 First Middle Last

Phone: _____ Cellular: _____ Email: _____

Present Address: _____
 Street City State Zip

Previous Address, if less than 2 years at current address:

 Street City State Zip

Position Applied For? _____ Salary Expectations? _____

Are you over the Age of 18 years old? (If No, you may be required to provide authorization)	Yes	No
Are you legally eligible to work in the United States? (Proof of identity and legal authority to work in the U.S. is a condition of employment.)	Yes	No
Can you with or without reasonable accommodation perform the essential functions of this job? (If you have any questions about the functions of the job, please ask the interviewer before answering this question.)	Yes	No
Have you ever applied to Valley Fine Foods before? (If Yes, please specify dates) Date: _____	Yes	No
Have you ever been employed by Valley Fine Foods before? (If Yes, please specify dates) Date: _____	Yes	No
Do you have a valid driver's license? (For driving positions only)	Yes	No
Have you been convicted of any moving violations in the past five years?	Yes	No
Have you ever been fired or asked to resign from a job? If yes, please explain:	Yes	No
Have you ever been convicted of a felony which has not been annulled or sealed by a court? If yes, please explain: (Convictions will not necessarily disqualify you.)	Yes	No
Is anyone related to you employed by Valley Fine Foods? (If Yes, Please give their name and relationship to you.)	Yes	No
How did you hear about Valley Fine Foods?		

In case of emergency notify: _____
 Name Telephone

WORK SCHEDULE AVAILABILITY

For production and maintenance employees only

On what date would you be available to work? _____

What shifts/hours are you available to work? We run two, twelve hour shifts from 4 or 5 am – 4 or 5pm

SHIFT	MON	TUES	WED	THUR	FRI	SAT	SUN
AM Shift							
PM Shift							

Are you willing to work a split shift? Yes ___ No ___

Are you willing to stay late in an emergency? Yes ___ No ___

VOLUNTEER & MILITARY EXPERIENCE

Please list any academic honors, scholarships, offices held, etc. (Do not list any which reflect your race, color, religion, gender, national origin, age, disabilities or veteran status.)

Skills acquired: _____

Have you ever received any job-related training in the United States Military? Yes No
(Please provide dates and explanation)

Describe any specialized training, apprenticeships, licenses or skills.

EMPLOYMENT HISTORY

Beginning with your current or most recent employer, please provide three most recent employers.

Previous Employer	Area Code/Phone	From Mo. Yr	To Mo. Yr	Name of Immediate Supervisor	Title
Street Address				Your Position	
City	State	Zip Code	Salary Start End	Reason for Leaving & Explanation	
Previous Employer	Area Code/Phone	From Mo. Yr	To Mo. Yr	Name of Immediate Supervisor	Title
Street Address				Your Position	
City	State	Zip Code	Salary Start End	Reason for Leaving & Explanation	
Previous Employer	Area Code/Phone	From Mo. Yr	To Mo. Yr	Name of Immediate Supervisor	Title
Street Address				Your Position	
City	State	Zip Code	Salary Start End	Reason for Leaving & Explanation	

Please provide any other information that you feel will help us in considering your application for employment.

EDUCATION

Type of School	Name of School	Location of School	Courses Majored in	Last year completed	
					Diploma Yes No
					Degree Yes No
					Degree Yes No

PROFESSIONAL REFERENCES

Please list three persons who can provide professional references.

Name	Relationship/Occupation	Phone Number	Email Address	Years Known

APPLICANT ACKNOWLEDGEMENT AND AUTHORIZATION

I hereby certify that all of the information provided by me in this application (or any other accompanying or required documents) is correct, accurate and complete to the best of my knowledge. I understand that the falsification, misrepresentation or omission of any facts in said documents will be cause for denial of employment or immediate termination of employment regardless of the timing or circumstances of discovery.

I understand that submission of an application does not guarantee employment. I further understand that, should an offer of employment be extended by Valley Fine Foods that such employment is at will, for no specified duration and may be terminated by either Valley Fine Foods or myself, with or without cause or notice. I understand that none of the documents, policies, procedures, actions, statements of Valley Fine Foods or its representatives used during the employment process is deemed a contract of employment real or implied. I understand that no representative of Valley Fine Foods except the President has the authority to enter into any agreement guaranteeing any conditions of employment or any agreement contrary to the foregoing statements and that any such agreements must be made in writing and signed by the President of Valley Fine Foods.

In consideration for employment with Valley Fine Foods, if employed, I agree to conform to the rules, regulations, policies and procedures of Valley Fine Foods at all times and understand that such obedience is a condition of employment. I understand that due to the nature of Valley Fine Foods business, attendance and punctuality are considered essential requirements of every job at Valley Fine Foods and that poor attendance or tardiness will result in disciplinary action.

I understand that if offered a position with Valley Fine Foods, I may be required to submit to a pre-employment medical examination, drug screening and background check as a condition of employment. I understand that unsatisfactory result from, refusal to cooperate with, or any attempt to affect the results of these pre-employment tests and checks will result in withdrawal of any employment offer or termination of employment if already employed.

I hereby authorize any and all schools, former employers, references, courts and any others who have information about me to provide such information to Valley Fine Foods 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.

I understand that this application is considered current for thirty days. If I wish to be considered for employment after this period I must fill out and submit a new application.

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

Date _____ Applicant Signature _____

Name and number of person completing this form if other than applicant:

Name _____ Telephone _____

VALLEY FINE FOODS IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER. ALL QUALIFIED APPLICANTS WILL RECEIVE CONSIDERATION WITHOUT REGARD TO RACE, COLOR, RELIGION, GENDER, NATIONAL ORIGIN, AGE, DISABILITY, VETERAN STATUS OR ANY OTHER STATUS PROTECTED BY LAW.