



EMPLOYMENT APPLICATION

SOUTHERN CONVENIENCE STORES • 601 N Broadview St, Cape Girardeau, MO 63701 • Ph: 573.335.7186 Fax: 573.335.3259

NAME _____ ADDRESS _____ DATE _____

TELEPHONE (____) _____ STATE/ZIP _____

POSITION APPLIED FOR _____ Full Time _____ Part-time _____ Soc Sec # _____

STORE PREFERENCE: 920 N Kingshighway 612 S Sprigg in Cape Girardeau 1024 N High in Jackson?

What is your availability? Please list below:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

- | | | | | | |
|-----------------------|-----------------------|---|-----------------------|-----------------------|---|
| Yes | No | | Yes | No | |
| <input type="radio"/> | <input type="radio"/> | Are you at least 18 years old?
If not, what is your age? _____ | <input type="radio"/> | <input type="radio"/> | Can you work in anon-tobacco use environment? |
| <input type="radio"/> | <input type="radio"/> | Can you provide a work permit if necessary? | <input type="radio"/> | <input type="radio"/> | Will you undergo a drug screen, if required? |
| <input type="radio"/> | <input type="radio"/> | Did you complete High School? | <input type="radio"/> | <input type="radio"/> | Can you work weekends? |
| <input type="radio"/> | <input type="radio"/> | Did you complete College?
If yes, field: _____ | <input type="radio"/> | <input type="radio"/> | Can you work evenings? |
| <input type="radio"/> | <input type="radio"/> | Do you have other education or training?
If yes, field: _____ | <input type="radio"/> | <input type="radio"/> | Have you ever been fired from a job? |
| <input type="radio"/> | <input type="radio"/> | Can you provide proof of legal right to work? | <input type="radio"/> | <input type="radio"/> | Have you ever been convicted of a felony? |
| <input type="radio"/> | <input type="radio"/> | Do you speak English? | <input type="radio"/> | <input type="radio"/> | Have you ever worked for Southern Convenience
Stores before? If yes, which location? _____ |
| <input type="radio"/> | <input type="radio"/> | Other Languages? If yes, language: _____ | <input type="radio"/> | <input type="radio"/> | Have you made application with Southern
Convenience Stores before? If yes, when? _____ |
| <input type="radio"/> | <input type="radio"/> | Do you have Armed Forces experience? | <input type="radio"/> | <input type="radio"/> | Are you related to an employee of Southern Convenience
Stores? If yes, who? _____ |

WORK EXPERIENCE (List in order of most recent.)

Company: _____ Address: _____
City/State/Zip: _____ Employed From: _____ To: _____
Last Position held: _____ Salary: beginning: _____ Ending: _____
Reason for leaving: _____ Hours worked/week: _____
Immediate Supervisor: _____ Phone #: _____
Duties, responsibilities and number you supervised: _____

My initials, _____, indicate my permission for you to talk to this employer. _____

Company: _____ Address: _____
City/State/Zip: _____ Employed From: _____ To: _____
Last Position held: _____ Salary: beginning: _____ Ending: _____
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Duties, responsibilities and number you supervised: _____

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OTHER WORK HISTORY & REFERENCES

Company: _____ Position: _____ Date _____

Company: _____ Position: _____ Date _____

Company: _____ Position: _____ Date _____

Do you have work experience not listed above? Yes No

Do you have experience in the following?

Yes	No		Yes	No		Yes	No	
<input type="radio"/>	<input type="radio"/>	Counting Change	<input type="radio"/>	<input type="radio"/>	Lotto Machines (if yes, state _____)	<input type="radio"/>	<input type="radio"/>	Food Service
<input type="radio"/>	<input type="radio"/>	Fuel Pumps	<input type="radio"/>	<input type="radio"/>	Cash Register	<input type="radio"/>	<input type="radio"/>	Customer Service
<input type="radio"/>	<input type="radio"/>	Computer	<input type="radio"/>	<input type="radio"/>	Credit Card Equipment	<input type="radio"/>	<input type="radio"/>	Customer Complaints
<input type="radio"/>	<input type="radio"/>	Calculator	<input type="radio"/>	<input type="radio"/>	Cash Drops	<input type="radio"/>	<input type="radio"/>	Safety Rules

This section MUST be completed by All Applicants to be considered for employment with Southern Convenience Stores!

VEHICLE OPERATIONS INFORMATION

Driver's License	State	License Number	License Type	Expiration Date
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

	Yes	No
Have you ever been denied a license, permit, or privilege to operate a motor vehicle of any type?	<input type="radio"/>	<input type="radio"/>
Has your license, permit, or privilege ever been suspended or revoked?	<input type="radio"/>	<input type="radio"/>
Can you provide your driving record from the Department of Motor Vehicles, if employed?	<input type="radio"/>	<input type="radio"/>

APPLICANT'S AGREEMENT

I UNDERSTAND AND AGREE THAT:

- I certify that all information given on this application and accompanying documents is true and complete.
- I understand application forms and all other materials are the property of Southern Convenience Stores.
- I authorize all previous employers, references, the National Personnel Records Center and/or Army, Navy, Marines, Air Force, Coast Guard or their reserve components, driving records, consumer reporting, and any other entity to furnish Southern Convenience Stores, to the extent permitted by Federal and State law, my reason for leaving, and all other information they may have concerning me. I release them and Southern Convenience Stores from all liability that may arise from such investigation.
- I understand, if employed, I may terminate my employment at any time without cause, and Southern Convenience Stores may terminate or modify the relationship at any time without notice or cause. I further understand, if employed, my employment is for no definite period of time, and if terminated, Southern Convenience Stores is liable only for wages or salary earned as of the date of termination.
- I understand and voluntarily agree, as a condition of employment or continued employment, I may be requested by Southern Convenience Stores to submit to a urinalysis, drug screen, alcohol blood analysis, and/or other kinds and types of testing, when requested to do so. I further understand that unsatisfactory test results will disqualify me for consideration for employment, or if I am employed, may result in my immediate dismissal.

Signature of Applicant

Date



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**APPLICATION AUTHORIZATION
TO RELEASE REFERENCES INFORMATION**

Directions: Applicant, indicate *yes* or *no* in each box, fill in the information requested, and sign and date the form.

I, _____, authorize all previous employers, references, the National Personnel Records Center, and/or Army, Navy, Marine, Air Force, Coast Guard, or their reserve components, driving records, consumer reporting, and any other entity to furnish Southern Convenience Stores to the extent permitted by Federal or State law, my reasons for leaving, and all other information they may have concerning me to determine my qualifications for this position. I also authorize the release of information from or regarding the following:

Yes No
 All information requested

Past Employers

- Salary History
- Dates of Employment
- Positions Held
- Responsibilities and Duties Performed
- Reasons for Leaving
- Eligibility for Rehire
- Attendance Record for Last Year of Employment
- All other information requested

Other

- Law Enforcement
- Consumer Reporting
- Military
- Department of Motor Vehicles
- All other institutions, departments or entities
- I release all the above and Southern Convenience Stores from liability that may arise from such investigation.

Name: (Please Print)

Social Security Number

Applicant Signature

Date