

## APPLICATION FOR EMPLOYMENT PURPLE HEART DESERT THRIFT SHOP

An Equal Opportunity Employer.  
Reasonable accommodation will be provided as required by law.

Last Name	First Name	Middle Initial	Social Security Number:				
Street Address	City/State	Zip Code	Phone Number:				
If hired, can you provide evidence of legal eligibility to work in the U.S.? Yes/No ( <b>Circle One</b> )			Any offer of employment is conditioned upon completing form I-9 and providing the appropriate documents for identity and work authorization.				
Position Desired:	Wage/Salary Desired:	Full Time? Part Time?					
Date you can begin work?	Are you 18 years of age or older?	If under 18, you must submit a birth certificate or work certificate as required by state or federal law.					
Have you been convicted of a felony in the past 7 (seven) years? Yes/No ( <b>Circle One</b> )							
Comments _____							
Name of high school attended:	City & State	Graduate?	GED?				
Name of college or technical school:	City & State	Graduate?	Degree?	Major:			
Are you presently enrolled in school?	If yes, give name & address of school and expected degree date:						
List any job-related skills or accomplishments, including military service:							
<b>- Your Availability For Work -</b>							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
From:							
To:							
Total hours per week you are available to work:	Do you have any special requests or needs for a work schedule?						
<b>- Provide Three References Who Are Not Former Employers Who We May Contact -</b>							
Name and Occupation	How do you know them, and for how long?					Phone Number	

## Your Employment History

List names of employers with present or last employer listed first.

May we contact current or previous employers before you are offered a position? _____	
Name of Employer:	Job Title: Duties:
Address:	Dates of Employment: From: _____ To: _____
City, State, Zip Code	Hourly pay or salary: Starting pay: _____ Ending pay: _____
Supervisor:	Reason for Leaving:
Telephone:	
Name of Employer:	Job Title: Duties:
Address:	Dates of Employment: From: _____ To: _____
City, State, Zip Code	Hourly pay or salary: Starting pay: _____ Ending pay: _____
Supervisor:	Reason for Leaving:
Telephone:	
Name of Employer:	Job Title: Duties:
Address:	Dates of Employment: From: _____ To: _____
City, State, Zip Code	Hourly pay or salary: Starting pay: _____ Ending pay: _____
Supervisor:	Reason for Leaving:
Telephone:	

**If you are applying for a position at our main warehouse or as a truck driver, please fill out the following:**

**I, \_\_\_\_\_ authorize and understand that Purple Heart Desert Thrift Shop will pull and review my motor vehicle report from ADOT or similar state site prior to making a job offer for the above-mentioned positions.**

**Signature \_\_\_\_\_ Date \_\_\_\_\_**

Revised

**Essential job functions at Purple Heart Desert Thrift Shop:**

- Ability to work in a fast-paced environment
- Ability to perform under pressure
- Maintain reliable attendance
- Push, pull, lift items up to 50lbs safely and efficiently
- Be on the salesfloor/warehouse floor up to 10 hours per shift
- Able to stoop, bend, squat, grasp, handle, and manipulate items
- Perform repetitive fine motor functions with fingers, wrists, and arms
- Reliable, trustworthy, motivated, a team player, and strong communicator
- Comply with all Purple Heart Desert Thrift Shop's policies and procedures

**Candidate must answer the following question with either a YES or NO:**

Are you able to comply with the above job functions with or without reasonable accommodation?

YES NO (Circle One)

Comments \_\_\_\_\_

- A reasonable accommodation is any change to the application or hiring process, to the job, to the way the job is done, or the work environment that allows a person with a disability who is qualified for the job to perform the essential functions of that job and enjoy equal employment opportunities. If you need a reasonable accommodation during the interview process, please request one. Reasonable accommodation requests related to your work may be requested at any time after you are hired.
- Hiring personnel will not ask candidates any questions regarding disabilities and/or reasonable accommodation requests during the interview process. Hiring personnel may ask about candidates ability to perform tasks.

**CAREFULLY READ EACH STATEMENT BEFORE SIGNING AT THE BOTTOM**

Purple Heart Desert Thrift Shop is proud to be an equal opportunity workplace and is an affirmative action employer. We are committed to equal employment opportunity regardless of race, color, ancestry, religion, sex, national origin, sexual orientation, age, citizenship, marital status, disability, gender identity, pregnancy, or veteran status. We also consider qualified applicants regardless of criminal histories consistent with legal requirements.

I certify that all the information provided in this employment application is true and complete to the best of my knowledge, and I authorize investigation of all statements contained in this application, including a criminal background, credit history check, and drug test, as applicable. I understand that false or incomplete information may disqualify me from further consideration for employment and may result in my immediate discharge if discovered later.

I authorize the investigation of any or all statements contained in this application and authorize any person, school, current employer, past employers, and other organizations to provide information concerning my previous employment and other relevant information that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements.

I have read, understand, and agree with the above statements. Printed Name: \_\_\_\_\_

Signature:

Date: