

WILCOHESS EMPLOYMENT APPLICATION

CONVENIENCE STORES, TRAVEL PLAZAS, AND HOME OFFICE



EEO/Drug Free Workplace

Today's Date: _____

EMPLOYMENT INTERVIEWS—Several interviews may be conducted with you in order to determine if you are the best candidate and to provide more detailed information regarding your work history and qualifications. **DRUG-FREE WORKPLACE**—WILCOHESS is a drug-free workplace. All post-offer applicants must undergo drug testing as a condition of being employed, and a confirmed positive drug test will result in an employment offer being withdrawn or in termination if employment has begun. **BACKGROUND CHECKS**—For some positions, WILCOHESS will conduct pre and post employment back ground checks which may include verification with the Social Security Administration, Department of Motor Vehicles, criminal courts, state and county repositories of criminal records, credit bureaus and employer mutual associations. If these types of checks are required for the position in which you are applying, you will be notified and asked to sign the proper authorization forms. Falsification of information or failure to provide information can result in disqualification or termination if discovered after hire. **CUSTOMER SATISFACTION**—All of WILCOHESS' employees commit to provide our customers knowledgeable and friendly assistance whenever needed.

I have read and understand the employee application process at WILCOHESS LLC.

**Please Use Blue
Or Black Ink Only.**

Applicant's Signature: _____

Date: _____

APPLICANT INFORMATION				
Last Name	First		M.I.	
Street Address			Apartment/Unit#	
City	State	ZIP		
Phone	Are you at least 18 years of age?	YES	NO	(If no, date of birth)
Date Available	Are you currently Employed?	YES	NO	Desired Pay
Position Applied for				
Are you a citizen of the United States?	YES	NO	If no, are you authorized to work in the U.S.?	YES
				NO
Were you previously employed by WILCOHESS, Wilco Food Services, Wilco Transportation, A.T. Williams Oil Co., or Trade Oil Co.?	YES	NO	If yes, when/where? _____	
List any Friends or Relatives who work or have worked for WILCOHESS	Name	Store Location	Relationship	
	_____	_____	_____	
Have you ever been convicted of or pled no contest to a crime other than a minor traffic offense? (Note: Please do not disclose any conviction or plea that has been expunged from your record. In addition, a conviction will not necessarily disqualify you from employment).	YES	NO	If yes, explain _____	

AVAILABILITY

What type of employment are you seeking?

- Full-time (more than 30 Hours per week)
- Part-time (less than 30 Hours per week)

Number of hours you would prefer to work each week: _____

Maximum number of hours you can work each week: _____

How soon can you start working? _____

If hired, the days and hours that you have listed may be taken into consideration in our scheduling process. If you have any conflicts, please list them: _____

To help us consider you for a job that matches your availability, please tell us the earliest and latest times you can work each day by filling out the table below:

Day	Earliest Time	Latest Time
Sunday		
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		

Note: Applications are active for 30 days. If you have not been hired within 30 days and wish to be considered for positions that become available at a later date, you must fill out a new application or update your application. Please do so in person.

SEE REVERSE



Please Use Blue Or Black Ink Only.

EDUCATION (LIST ALL EDUCATIONAL EXPERIENCE)

High School		Address			
From	To	Did you graduate	YES	NO	Degree
College		Address			
From	To	Did you graduate?	YES	NO	Degree
Other		Address			
From	To	Did you graduate?	YES	NO	Degree

PREVIOUS EMPLOYMENT (BEGINNING WITH MOST RECENT/CURRENT EMPLOYERS)

Company		Phone ()	
Address		Supervisor	
Job Title		Starting Salary/Wage	Ending Salary/Wage
From	To	Reason for Leaving	
Eligible for re-employment?		YES	NO
Company		Phone ()	
Address		Supervisor	
Job Title		Starting Salary/Wage	Ending Salary/Wage
From	To	Reason for Leaving	
Eligible for re-employment?		YES	NO
Company		Phone ()	
Address		Supervisor	
Job Title		Starting Salary/Wage	Ending Salary/Wage
From	To	Reason for Leaving	
Eligible for re-employment?		YES	NO

APPLICANT'S AGREEMENT AND CERTIFICATION: READ BEFORE SIGNING

I expressly authorize and request, without reservation, WILCOHESS LLC, its representatives, employees and agents to contact and obtain information from all references, employers, public agencies, licensing authorities, and educational institutions, to otherwise verify the accuracy of all information provided by me in the application, resume, or job interview. I hereby waive any and all rights and claims I may have against such Company, its agents, employees, or representatives, for seeking, gathering and using such information in the hiring and employment process, and all other persons, corporations or organizations for producing such information about me. I release WILCOHESS LLC and said persons or entities from any and all liability regarding same.

I understand that I will be required to undergo screenings for substance abuse (drugs) as a condition of my employment. I also understand that any employment relationship entered into between myself and WILCOHESS LLC shall be for an indefinite term and said employment shall be terminable at the will of either party without cause.

WILCOHESS LLC is an equal opportunity employer. Our policy is to consider all applicants based on their qualifications and our current job vacancies. Applicants are considered without regard to race, color, religion, sex, national origin, age or disability.

Applicant's Signature: _____ Date: _____

WILCOHESS, LLC
5446 University Parkway
Winston-Salem, NC 27105