



Southern States Cooperative is an Equal Opportunity/Affirmative Action Employer. The company complies with applicable federal and state law prohibiting discrimination on the basis of age, race, color, sex, religion, national origin, disability, veteran status or any other protected status.

I. Employee Application

(Please print in ink and complete all required information. All information provided will be held in confidence.)

Position Applied for _____ Date _____

Location _____ Desired Salary Range _____

If application is considered favorable, what date are you available to begin work? _____

Resume attached Yes No

Name _____
Last First Middle Suffix

Present Address _____
Street and/or P.O. Box

City State Zip

What's the best way to contact you?

Phone (Primary) Phone (Secondary) Email

Are you legally eligible for employment in the United States? Yes No
(Verification will be required)

Are you of legal age to work (Age 16 or older, as permitted by applicable state or federal law)?
 Yes No

Have you previously applied to Southern States? Yes No If yes, please provide location and dates: _____

Have you previously been employed by Southern States or its affiliates? Yes No If yes, please provide location and dates: _____

If applicable, branch of the U.S. Armed Forces served:

Branch Rank Service Dates

II. Record of Education

School	Name and Address of School	Course of Study	Check Last Year Completed	Did you Graduate?	List Diploma or Degree
High School	_____		9 10 11 12	<input type="checkbox"/> Yes <input type="checkbox"/> No	
College	_____		1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other (Specify)	_____		1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Licenses and/or Certifications:

III. Employment – List present or last position in #1 and continue in reverse order

Jobs	Job Title Dates-Month & Year Salary	Name of Employer Street Address, City, State, Zip Code Manager Name & Phone with Area Code	Reason for leaving or desiring change	Describe duties of your position
1	Job Title:			
	From:			
	To:			
	Salary:			
2	Job Title:			
	From:			
	To:			
	Salary:			
3	Job Title:			
	From:			
	To:			
	Salary:			
4	Job Title:			
	From:			
	To:			
	Salary:			

I hereby give my permission to contact the employers listed above concerning my prior experience. If there is a particular group you do not wish us to contact, please indicate here: _____

Signed _____ Date _____

IV. References

List three professional references.

_____ Full Name _____ E-mail Address & Telephone Number w/area code _____ Company Name/Occupation

V. Security Information

Do you have any relatives employed by Southern States or its subsidiaries or affiliates? Yes No

Please give name and work location _____

Have you ever been discharged or requested to resign from any position? Yes No

If yes, please explain _____

*Have you ever been convicted of a felony or misdemeanor? Yes No

(Not applicable to those Applicants applying for a position in Massachusetts.)

If yes, please explain _____

*Not applicable to those Applicants applying for a position in Massachusetts.

Please read carefully. I understand that:

- Completion of this employment application by me does not necessarily indicate there are any positions open and does not in any way obligate Southern States Cooperative, Inc. or me. Applications are kept on file for retention purposes only.
- The facts set forth in my application for employment are true and complete. Any false information given in this application or pertinent information omitted constitutes sufficient basis for dismissal.
- A conviction record will not automatically bar me from employment; Southern States considers such factors as the age and time of the offense, the nature and seriousness of the violation, rehabilitation and the position for which I am applying.
- Candidates for employment will be required to pass a drug-screening test covering illegal substances and legal substances subject to abuse.
- If employed, I agree to abide by all current and subsequent rules, policies, and code of ethics of Southern States Cooperative, Inc.
- If employed, I understand and agree that my employment can be terminated at will, or without cause, at any time by Southern States Cooperative or myself. I understand that no one has authority to enter into any contrary agreement concerning my employment unless such agreement is in writing and signed by the Vice President of Human Resources.

This application will only be considered for this position. If I wish to be considered for employment for other positions, I should inquire as to whether or not applications are being accepted at that time. By signing below, I affirm that all information provided on this application is true and accurate.

Signature of Applicant

Date

Fair Credit Reporting Act Disclosures

- In connection with your application for employment (and subsequent, if hired), Southern States may request public information about you from consumer reporting agencies. These reports may include the following types of information: names and dates of previous employers, work experience, reason for termination of employment, driving record, credit history, criminal background, etc.
- Southern States may use these consumer reports to make decisions concerning your employment. This includes an evaluation of your application for employment, promotion, reassignment, or retention. If you fail to give Southern States authorization in writing to such reports, your application may be denied or your employment could be terminated.
- If any adverse action is taken against you solely or in part on the consumer report obtained, Southern States will supply you with a copy of the report. If an adverse action is taken against you based solely or in part upon an obtained consumer report, you will be given notice of the adverse action; the name, address and telephone number of the reporting agency; and an explanation of your right under the Fair Credit Reporting Act, as prescribed by the Federal Trade Commission.

I hereby authorize Southern States to obtain a copy of any reports from consumer reporting agencies, if any exist. If hired, this authorization shall remain on file and shall be ongoing authorization for Southern States to produce such reports and information at any time during my employment.

Signature of Applicant

Date