

Regional Food Bank of Northeastern New York

APPLICATION FOR EMPLOYMENT

The Regional Food Bank of NENY, Inc. is an equal opportunity employer and does not discriminate on the basis of race, color, religion, creed, national origin, gender, ancestry, age, or sexual orientation. No question on this application is intended to secure information to be used for such discrimination. This application will be given every consideration, but its receipt does not imply that the applicant will be accepted.

PLEASE PRINT	Date of Application	Date Available
Last Name	First Name	Middle
		Telephone
Street Address		
City/State/Zip		NYS Law requires employees using forklifts to be at least 18 years of age. Are you at least 18 years of age? ____YES ____NO
Are you authorized to work in the United States? ____YES ____NO		
Are you willing to have a pre-employment physical and drug screening? ____YES ____NO		
Do you know anyone that works at the Food Bank?		____YES ____NO
If yes, indicate name(s): _____		
In case of emergency, notify: _____		
	Name	Phone
		Relationship

EDUCATION	Name and Address of School	Major	Did You Graduate?
College/ Other Training			____YES ____NO If no, indicate highest grade completed: ____
High School/ GED/VOTEC			____YES ____NO If no, indicate highest grade completed: ____

WORK EXPERIENCE		
Employer	Dates Employed <u>From</u>	Work Performed
Address		
Telephone	Dates Employed <u>To</u>	
Job Title		
Supervisor	May we contact? ___ YES ___ NO	
Reason for Leaving		

Employer	Dates Employed <u>From</u>	Work Performed
Address		
Telephone	Dates Employed <u>To</u>	
Job Title		
Supervisor	May we contact? ___ YES ___ NO	
Reason for Leaving		

Employer	Dates Employed <u>From</u>	Work Performed
Address		
Telephone	Dates Employed <u>To</u>	
Job Title		
Supervisor	May we contact? ___ YES ___ NO	
Reason for Leaving		

<i>GAPS IN EMPLOYMENT: Include an explanation of any gaps in employment, if applicable:</i>
<i>SPECIALIZED SKILLS: Indicate which skills you bring to this position:</i>

<input type="checkbox"/> Forklift experience	<input type="checkbox"/> Valid NYS driver's license
<input type="checkbox"/> OSHA certified on forklift	<input type="checkbox"/> Computer experience
<input type="checkbox"/> Inventory experience	<input type="checkbox"/> Customer service experience
<input type="checkbox"/> Cycle counting experience	<input type="checkbox"/> Phone skills
<input type="checkbox"/> Proper lifting training	<input type="checkbox"/> Other: <u>Please specify in the space below</u>

What other experience or information would be helpful in considering your application?

PERSONAL/PROFESSIONAL REFERENCES		Do not include family members
Name	Phone	Indicate Personal or Professional Reference; If Professional, Indicate Name of Business
1.		<input type="checkbox"/> Personal <input type="checkbox"/> Professional _____
2.		<input type="checkbox"/> Personal <input type="checkbox"/> Professional _____
3.		<input type="checkbox"/> Personal <input type="checkbox"/> Professional _____

PLEASE NOTE

- To help in our evaluation process we will check your employment references (unless otherwise requested).
- It is understood that false or misleading statements on this application may be considered cause for dismissal.

Signature

Date

FOR INTERVIEW PURPOSES ONLY:

I am capable of performing in a reasonable manner, with or without reasonable accommodation, the activities involved in the job or occupation for which I have applied. I have been given a copy of the job description that lists the activities involved in the job.

Signature

Date



ABOUT THE REGIONAL FOOD BANK

Since 1982, the Regional Food Bank of Northeastern New York has been helping to feed the poor and hungry in our communities. It is the only organization of its kind in northeastern New York. The Regional Food Bank collects large donations of food from the food industry and distributes it to charitable agencies serving hungry and disadvantaged people in 23 counties. From Plattsburgh to Newburgh, in urban, rural and suburban communities, the Regional Food Bank provides more than 41 million pounds of product a year to 1,000 charitable agencies.



**Regional
Food Bank**
OF NORTHEASTERN NEW YORK

REGIONAL FOOD BANK OF NORTHEASTERN NEW YORK

965 Albany Shaker Road
Latham, NY 12110
518-786-3691 phone
518-786-3004 fax
www.regionalfoodbank.net