

Associate Job Opportunities Application

- Corporate Office
- Supply Chain
- Stores

To apply for internal job opportunities, complete this form, obtain your supervisor's / manager's signature, and submit as directed in the job bulletin posting. Applications for positions posted internally must be received by the posting close date.

Position Applying For		Department / Location / District(s)			
Last Name	First Name	MI	Hire Date	Employee ID Number	
Home Address		City		State	Zip
Present Job Title		Immediate Supervisor		Department / Store Number	
Contact Number (Home/Cell Phone)	Email Address		Are you willing to relocate? <input type="checkbox"/> Yes <input type="checkbox"/> No Where?		

Smart & Final Experience – Information on the positions you have held at Smart & Final.

Job Title	Department / Store #	Supervisor Name	Dates (From – To)

Prior Work Experience (if w/ Smart & Final less than 5 years).

Employer	Dates Employed	Duties / Work Performed
	From To	
	From To	
	From To	

Qualifications

Education / Training: _____
Are you currently enrolled in the Retail Management Certification Program? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Completed
Do you meet the minimum qualifications on the Job Posting? <input type="checkbox"/> Yes <input type="checkbox"/> No (Store Associates complete and attach Position Pathway.) If not, please explain: _____

Signatures

Applicant: _____	Date
Manager/Supervisor: <i>Signing below certifies that the above named associate has received an overall score of 3 or better on his/her last performance appraisal and is currently performing at an overall score of 3 or better.</i>	Date

Action Taken (Human Resources / District Manager use only)

<input type="checkbox"/> Accepted	Interviewed by: _____	Date Associate Notified of Decision: _____
<input type="checkbox"/> Qualified	Interview Date: _____	Transfer Date: _____
<input type="checkbox"/> Not Qualified	Reason not Accepted: _____	