



**238 Pagosa Street  
Pagosa Springs, CO 81147  
970-264-9348  
www.pagosabakingcompany.com**

### Application for Employment

*PAGOSA BAKING COMPANY is an equal opportunity employer dedicated to non discrimination in employment. PAGOSA BAKING COMPANY selects the best qualified individual for the job based on job based qualifications regardless of race, age (40+) color, religion, gender, national origin, ancestry, marital status, sexual orientation, disability or other status protected by applicable law.*

Date: \_\_\_\_\_

Name \_\_\_\_\_  
First
Middle Initial
Last

Email \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_  
(Area Code)
(Area Code)

Social Security Number \_\_\_\_\_ or Alien Registration Number \_\_\_\_\_

State age if you are under 18 \_\_\_\_\_. If you are under 18, hire is subject to verification that you are of minimum legal age to work.

If you are hired, can you present evidence of your legal right to live and work in this country? YES \_\_\_\_\_ NO \_\_\_\_\_  
 (Proof required by law)

#### EMPLOYMENT DESIRED

Position \_\_\_\_\_ Date you can start \_\_\_\_\_ Salary Desired \_\_\_\_\_

Do you prefer full-time \_\_\_\_\_ If part-time, specify  
 Or part-time? \_\_\_\_\_ days and hours \_\_\_\_\_

Are you employed now? \_\_\_\_\_ If so, may we contact your present employer? YES \_\_\_\_\_ NO \_\_\_\_\_

Have you ever applied to or worked for this Company before? \_\_\_\_\_ Date \_\_\_\_\_

<u>EDUCATION</u>	<u>Name</u>	<u>Years Attended</u>	<u>Graduate?</u>	<u>Subject of Study</u>
High School				
GED				
College				
Graduate/Technical				

Additional Training/Skills, or Experience (ie, computer, baking, customer service), Special Achievements, Certificates, etc. relevant to position:

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**EMPLOYMENT HISTORY**

Beginning with the most recent, please list your current employer, and past 3 employers and/or the last 10 years of employment, whichever is more complete

1) Employer \_\_\_\_\_

Address \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone Number \_\_\_\_\_

Dates employed from \_\_\_\_\_ to \_\_\_\_\_ May we contact them? Yes No

Job title \_\_\_\_\_ Rate starting pay \_\_\_\_\_ Finishing \_\_\_\_\_

Reason for making a change \_\_\_\_\_

Your responsibilities \_\_\_\_\_

2) Employer \_\_\_\_\_

Address \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone Number \_\_\_\_\_

Dates employed from \_\_\_\_\_ to \_\_\_\_\_ May we contact them? Yes No

Job title \_\_\_\_\_ Rate starting pay \_\_\_\_\_ Finishing \_\_\_\_\_

Reason for making a change \_\_\_\_\_

Your responsibilities \_\_\_\_\_

3) Employer \_\_\_\_\_

Address \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone Number \_\_\_\_\_

Dates employed from \_\_\_\_\_ to \_\_\_\_\_ May we contact them? Yes No

Job title \_\_\_\_\_ Rate starting pay \_\_\_\_\_ Finishing \_\_\_\_\_

Reason for making a change \_\_\_\_\_

Your responsibilities \_\_\_\_\_

**REFERENCES** List 3 people not related to you who you've known at least one year.

1) Name \_\_\_\_\_ Title/Relationship \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Title of Business \_\_\_\_\_ Years Acquainted \_\_\_\_\_

2) Name \_\_\_\_\_ Title/Relationship \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Title of Business \_\_\_\_\_ Years Acquainted \_\_\_\_\_

3) Name \_\_\_\_\_ Title/Relationship \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Title of Business \_\_\_\_\_ Years Acquainted \_\_\_\_\_

#### UNDERSTANDING OF EMPLOYMENT RELATIONSHIP

I affirm that all the information that I provided on this Application or any other document submitted in connection with my employment, and in any interview, are true and correct. I have withheld nothing that would, if disclosed, affect this Application unfavorably. I understand that if I am employed and any information is later found to false in any respect or if I have omitted material information, I may be dismissed. I understand that if selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States.

#### VOLUNTARY AGREEMENT TO ARBITRATE

You and the Company voluntarily and explicitly agree that any dispute, in any way related to your employment or prospective employment with this Company, which the parties are unable to resolve through direct discussion, shall be submitted exclusively to final and binding arbitration. The arbitration shall be conducted pursuant to the then current employment dispute resolution rules of the American Arbitration Association. To exercise a party's rights under this section, the moving party must reduce to writing the details of any dispute and serve it upon the other party. Any failure to request arbitration in a timely manner based on applicable law shall constitute a waiver of all rights to raise any claims in any forum rising out of any dispute that was subject to arbitration.

The parties shall agree on a single arbitrator who shall take evidence and issue a written award. If the parties cannot agree within thirty (30) calendar days of the written notification of a dispute as specified above, an arbitrator shall be chosen by the parties by assembling a list of five (5) arbitrators. The arbitrator shall be selected by the parties by alternately striking names from the list. The moving party shall strike the first name. This process shall be completed within forty (40) calendar days of the date the written request was served on the opposing party and/or the subsequent date arbitration is ordered by a court, whichever is sooner.

The parties voluntarily agree that arbitration shall be the exclusive, final and binding remedy for any and all disputes, except as provided above, between the parties hereto. The arbitrator shall only be authorized to exercise the power specifically enumerated in this Agreement and to decide the dispute(s) in accordance with the governing principles of law and equity. The arbitrator shall have no authority to alter, amend, or modify the terms of this Agreement. Should any party fail to appear or participate in the arbitration proceedings, the arbitrator may make a decision based on the evidence presented in the proceedings by the appearing party to the dispute. The arbitrator shall issue a written award within sixty (60) calendar days of the date the matter is submitted.

Judgment on the arbitration award may be entered in any court of competent jurisdiction. The adjudication of all disputes shall take place in the city of Pagosa Springs and county of Archuleta unless the parties agree otherwise in writing. All costs associated with the arbitration shall be paid by the Company, except that each party shall bear its own expense for counsel and witness fees.

This section does not limit the Company's "at-will" employment policy.

I understand that by agreeing to this binding arbitration provision, both the Company and I voluntarily surrender my rights to civil litigation, and a trial by jury and any associated rights of appeal. My signature hereon confirms my voluntary agreement to this provision and further confirms that I have read and understood the contents of this Agreement.

**If you have any questions regarding this statement, please ask a Company representative before signing.**

#### AT WILL EMPLOYMENT

If hired, I agree as follows: My employment with the Company is terminable at will, is for no definite period, and my employment may be terminated by the Company or me at any time and for any reason whatsoever, with or without good cause. No implied, oral or written agreements contrary to the express language of this Agreement are valid unless they are in writing signed by the owners of the Company. No supervisor or representative of the Company, other than the owners of the Company, has any authority to make any agreements to the foregoing. This Agreement is the entire agreement between the Company and the employee regarding the right of Company or employee to terminate employment, and this Agreement takes the place of all prior agreements, representations, and understandings of the employee and the Company.

I hereby acknowledge that I have read and understand the above statements.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_