



SALARIED EMPLOYMENT APPLICATION

HEB Grocery Co.

P.O. Box 839999, San Antonio, TX 78283-3999

AN EQUAL OPPORTUNITY EMPLOYER

All questions must be answered for application to be valid - Write N/A or none where appropriate. Please attach additional pages if necessary.

I. PERSONAL INFORMATION

Full Name _____ Date _____

Have you ever been employed under another name? Yes ___ No ___ If "yes", what was it? _____

Home address (in full) _____ Phone _____

Social security number _____

Position applying for: _____ Earnings expected \$ _____

Have you worked for H-E-B before? Yes ___ No ___ If "yes", please list below in **Business Experience** section.

Have you applied at H-E-B before? Yes ___ No ___ If "yes", position _____ location _____ dates _____

Can you perform the essential functions of the position for which you are applying with or without reasonable accommodation? Yes ___ No ___

Have you ever been discharged or disciplined by an employer for theft; harassment; discrimination; retaliation; disruptive behavior; using and/or possessing a weapon on company premises? Yes ___ No ___ If "yes", provide date(s) and details:

Do you have any relatives working for H-E-B or one of its affiliates? Yes ___ No ___ If "yes", list their names, relationships, and where they work _____

If employed, can you submit verification of your legal right to work in the U.S.? Yes ___ No ___

What languages do you speak? _____ Fluently? _____

Have you ever been convicted or pled guilty, no contest or nolo contendere, or received deferred adjudication, pre-trial diversion or probation for either of the following: 1) any felony; or 2) in the past 7 years, any misdemeanor, other than a minor traffic violation? Yes ___ No ___

If "yes", provide date(s) and details, including the nature of the offense and disposition of the case (NOTE: Answering "yes" will not necessarily disqualify an applicant from consideration for a particular job): _____

II. BUSINESS EXPERIENCE

Please start with present position and include all experience with H-E-B, in the U.S. Military, and any self-employment.

- A.** Company _____ Address _____ City/State _____
Kind of business _____ Employed from mo./yr. _____ to _____ mo./yr.
Phone number _____ Title _____
Initial compensation _____ (base) _____ (bonus) Final compensation _____ (base) _____ (bonus)
Nature of work _____
Supervisory _____ Name and title of
Responsibility _____ immediate supervisor _____
What do/did you like most about your job? _____
What do/did you least enjoy? _____
Reasons for leaving or desiring to change _____
May we contact this company? _____
- B.** Company _____ Address _____ City/State _____
Kind of business _____ Employed from mo./yr. _____ to _____ mo./yr.
Phone number _____ Title _____
Initial compensation _____ (base) _____ (bonus) Final compensation _____ (base) _____ (bonus)
Nature of work _____
Supervisory _____ Name and title of
Responsibility _____ immediate supervisor _____
What do/did you like most about your job? _____
What do/did you least enjoy? _____
Reasons for leaving or desiring to change _____
May we contact this company? _____
- C.** Company _____ Address _____ City/State _____
Kind of business _____ Employed from _____ to _____
mo./yr. mo./yr.
Phone number _____ Title _____
Initial compensation _____ (base) _____ (bonus) Final Compensation _____ (base) _____ (bonus)
Reasons for leaving or desiring to change _____
- D.** Company _____ Location _____
Title _____ Employment Dates _____
Reasons for leaving or desiring to change _____
- E.** Company _____ Location _____
Title _____ Employment Dates _____
Reasons for leaving or desiring to change _____
- F.** Company _____ Location _____
Title _____ Employment Dates _____
Reasons for leaving or desiring to change _____

III. EDUCATION

A. High School

(Circle grade completed) High School GED Other
 Name of High School _____ Location _____
 Approximate number in graduating class _____ Rank from top _____ Final grade point average (A= _____)
 Offices, honors/awards _____
 Part-time and summer work _____

B. College/Graduate School

(Circle highest grade completed) College 1 2 3 4 5 6 7 8

Name & Location	From	To	Major/Minor	Grade point average	Total credit hours	Degree held

What undergraduate courses did you like most? _____ Why? _____

What undergraduate courses did you like least? _____ Why? _____

Extracurricular activities, honors, and awards _____

How was your education financed? _____

Part-time and summer work _____

Subsequent courses or studies _____

Pharmacist Applicants Only:

License #: _____ Expiration Date _____ Prior Disciplinary Orders? Yes _____ No _____

IV. REFERENCES

Personal References (List 3 business & 2 personal)

Name	Business or Occupation/Relationship	Phone Number	Yrs. Known

V. AIMS

Attach additional pages if necessary.

What are your plans for the future? _____

What qualifications, abilities, and strong points will help you succeed in this job?

Hobbies or interests (present) _____

Publications, patents, inventions, or special honors or awards _____

Recently read business publications _____

What days and hours are you available for work? _____

Are you willing to relocate? Yes ___ No ___ Any restrictions? _____

AGREEMENT

I certify that the foregoing statements are true and correct to the best of my knowledge and belief and hereby grant H-E-B permission to verify such information. I understand that any misstatement, false statement, omission or incomplete response on this application or at any time during the selection process, including interviews, tests, etc., may be considered as sufficient reason for rejection of my application or for dismissal if discovered after my employment. I authorize any of the persons or organizations referenced in this application to give H-E-B any and all information concerning my previous employment, education, or criminal or credit background at anytime during my tenure of employment or any other information with regard to the subjects covered by this application, and I release all such parties from all liability from any damages or claims that may result for furnishing such information to H-E-B. I further agree and understand that a criminal background check may be conducted before and/or after I am hired. I understand and agree that while a conviction will not necessarily disqualify me from employment, the existence of a criminal background or the failure to provide complete information relating to the criminal background question may result in the rejection of my application or if hired, in the separation of my employment with H-E-B. I also understand that the position for which I am applying may require a substance abuse screen. If I am employed, I agree to abide by and comply with all rules of the Company. I further understand and agree that I, like H-E-B, can terminate my employment at any time with or without cause or notice and this agreement cannot be altered or modified.

AGREEMENT TO ARBITRATE

H-E-B AND I HEREBY AGREE TO SUBMIT ANY CONTROVERSY OR CLAIM ARISING OUT OF OR RELATING TO MY HIRING, EMPLOYMENT, BENEFITS, AND/OR SEPARATION OF EMPLOYMENT OR ANY OCCUPATIONAL OR ON-THE-JOB INJURY/ILLNESS TO, AND RESOLVED EXCLUSIVELY BY, FINAL AND BINDING ARBITRATION UNDER THE FEDERAL ARBITRATION ACT TO BE ADMINISTERED BY THE AMERICAN ARBITRATION ASSOCIATION (AAA) OR OTHER MUTUALLY AGREED TO ARBITRATOR, PURSUANT TO THE AAA'S NATIONAL RULES FOR THE RESOLUTION OF EMPLOYMENT DISPUTES. THE STANDARD OF REVIEW TO BE APPLIED TO THE ARBITRATOR'S FINDINGS OF FACT AND CONCLUSIONS OF LAW WILL BE THE SAME AS THAT APPLIED BY AN APPELLATE COURT REVIEWING A DECISION RESULTING FROM A BENCH TRIAL.

Date: _____

Signature: _____

