



# INTERNAL APPLICATION FOR EMPLOYMENT

This form is to be used by current Riesbeck Food Market, Inc. employees only.  
To be considered, all applications must have the current manager's signature.

Date of Application: \_\_\_\_\_ Employee's Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

## Position Desired

Job Title of Position: \_\_\_\_\_ Location: \_\_\_\_\_

Please explain specifically why you are interested in this position:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please select the option that best describes your reason for wishing to change assignments:

- |   |  |  |  |
|---|--|--|--|
| <input type="checkbox"/> Better Pay       | <input type="checkbox"/> Scheduling / Hours        | <input type="checkbox"/> Promotional Opportunity | <input type="checkbox"/> Management Reputation |
| <input type="checkbox"/> Benefits         | <input type="checkbox"/> Technological Advancement | <input type="checkbox"/> Educational Opportunity | <input type="checkbox"/> Less Stress           |
| <input type="checkbox"/> Work Environment | <input type="checkbox"/> Worked there Previously   | <input type="checkbox"/> Challenging Opportunity | <input type="checkbox"/> Flexibility           |

## Current Assignment Information

Current Job Title: \_\_\_\_\_ Store or Department Number: \_\_\_\_\_

How long have you held this position? \_\_\_\_\_ Current Manager: \_\_\_\_\_

Please describe your major duties and accomplishments while in this position:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Signatures and Approvals

*I am requesting consideration for the above listed position(s).*

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Date**

*I acknowledge that the above named employee has provided notice of his/her interest in the above noted position.*

- NOT currently under disciplinary review and maintains satisfactory job performance;
- Currently is under a performance improvement plan or disciplinary action. (Please see file.)

\_\_\_\_\_  
**Current Manager Signature**

\_\_\_\_\_  
**Date**