

ACE HARDWARE AT WESTWOODS

15530 W. 64th Ave.
 Arvada, Colorado 80007
 Phone: (303)420-9691

ACE HARDWARE AT REUNION

15181 East 104th Ave
 Commerce City, Colorado 80022
 Phone: (720)450-9400

ACE HARDWARE AT CHAMBERS PLACE

4830 Chambers Road
 Denver, Colorado 80239
 Phone: (720)699-2240

APPLICATION FOR EMPLOYMENT

Our Ace Hardwares are locally owned and operated retail hardware stores and members of the Ace Hardware cooperative. We are an equal opportunity employer. The businesses and their employees do not discriminate on the basis of race, gender, color, national origin, veteran status, religion, age, marital status, disability, or medical condition as defined by federal, state or local law. Upon request, we can provide reasonable accommodation to assist in the hiring process and performance of essential job functions as required by federal, state and local laws.

You are applying for a job with an independently owned cooperative member of Ace Hardware Corporation, who operates this Ace Hardware store, not Ace Hardware Corporation. The independent store owner and management are responsible for and independently make all decisions concerning employment-related matters, including hiring, firing, discipline, supervision, staffing and scheduling. All employment within our stores is at will. This means employment is for an indefinite period of time and is subject to termination by employee or employer, with or without cause, with or without notice, at any time.

HOW TO COMPLETE THIS APPLICATION

Please use a blue or black pen and print legibly. To ensure processing, please complete all sections of the application. Once you have answered the questions, sign the application. Only completed applications will be considered. Please return the completed application to the store manager. (This application can also be found electronically on <https://careers.acehardware.com> by searching for the appropriate zip code.)

- In order to be considered for an interview, our management team does require prospective employees to take two short courses related to customer service and providing insight into what a job at Ace would look like. If our team thinks you'd be a good candidate, someone will reach out to you with the required coursework and access to the online portal to help you get started.

This application is considered current for one year. If you want to be considered for employment after this time, you must renew your application in writing.

AVAILABILITY

Which location are you applying to?	_____ Westwoods _____ Reunion _____ Chambers' Place
Date of application	
Position applied for	
Date you are able to start work	
How did you learn about this position?	

EMPLOYEE INFORMATION

Name			
	Last	First	Middle
Address			
	Number/Street/Apartment	City	State Zip code
Telephone		Email	

EDUCATION

	Name and Location	Years completed	Degree?	Major?
High School				
College				
Grad School				
Other				

PRIOR EMPLOYMENT

Give names and addresses of all previous employers. If you are now working, your present employer and reason you want to leave must be included. Additional sheets may be attached if required. Please give reason for any lapse of time between jobs.

May we contact your present employer?

_____ Yes _____ No

Employer (Latest first)		Dates Employed	Position and Duties	Reason for Leaving
Name:		From:		
Address (City/State/Zip):		To:		
Telephone:	Supervisor:			
Name:		From:		
Address (City/State/Zip):		To:		
Telephone:	Supervisor:			
Name:		From:		
Address (City/State/Zip):		To:		
Telephone:	Supervisor:			
Name:		From:		
Address (City/State/Zip):		To:		
Telephone:	Supervisor:			

Additional sheets attached?

Yes

No

REFERENCES

Please list three professional references (not related to you) with contact information. We may reach out to these individuals for more information.

Name:

Phone number:

Email:

How do you know this person?

Years acquainted?

Name:

Phone number:

Email:

How do you know this person?

Years acquainted?

Name:

Phone number:

Email:

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Years acquainted?

SUPPLEMENTAL INFORMATION

Why do you want to work at Ace Hardware?

What is your definition of customer service?