



4139 Alpine Road Portola Valley, CA 94028-8042

Application for Summer Employment

Welcome to Alpine Hills. You must be at least 14 years old to be eligible for summer employment. Please return the completed application and this notice, signed and dated. We will contact you to arrange an interview.

As you complete the application and consider working for Alpine Hills, please keep the following in mind:

This is seasonal, part-time position. There is not a guarantee of a certain number of hours per week.

Some weekends and holidays will be required. If you have a vacation planned or will need time off during the season, please discuss this during your interview to establish whether or not scheduling will be possible.

You may be required to wear an **Alpine Hills t-shirt, name tag or appropriate uniform.** Alpine will provide the necessary apparel. It is your responsibility to be sure they are clean, presentable and worn on shifts.

At the time of hire, you must complete a **Form I-9** and show appropriate identification. We will provide the required form.

If you are under 18 years of age at the time of hire, you must obtain a **work permit** from your school district. We will provide the required Form B1-1 to apply for the permit.

Once shift schedules are determined, it will your responsibility to find a replacement for the shifts you are unable to work. An unexplained '**no-show**' can result in reduced hours or disciplinary measures.

If you have any questions or concerns please call the Alpine Hills office and we will do our best to assist you.

Please sign and date this page, indicating that you have read and understand the conditions outlined, and return it with your application.

Signature _____

Date _____