



Let's Build Something!™

What's in it for you at Kent?

- Opportunities for promotion and career growth.
 - Learning new and different skills.
- Being a part of Atlantic Canada's fastest growing, most successful home improvement business.
 - Working in an exciting, fast-paced environment.
 - Interacting with a diverse group of people.
 - Part of J.D. Irving Limited family of companies.
 - Training program.
 - Associate benefits.
 - Associate discount.
 - Associate recognition program.

Kent Team Mission

To be the BEST source of Home Improvement Products in the community.

- A Safe Working Environment
- Friendly, Knowledgeable People
- Superior Service
- Quality Products
- Great Prices
- Guaranteed Satisfaction



If after reviewing the information presented you are still interested in seeking employment with Kent, please complete the attached application.



Application for Employment

(Treat as confidential when completed.)

Personal Information

Date:	Name: <i>First</i>	<i>Middle</i>	<i>Last</i>
Address (Street address, City, Province, Postal Code):			
Home Telephone:	Cellular Telephone:	Email address:	Position applied for:
Languages written fluently:		Languages spoken fluently:	
Are you willing to travel?		Are you willing to relocate?	
Have you previously worked for Kent or any other Irving Company? If so, which company and when?			
If you have any family members currently employed with Kent or any other Irving Company, please list their names and what company they work for:			

Availability

Our retail environment demands being available when our customers need us. Please indicate the hours you would be available to work:

Check box for anytime:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
from:							
to:							

Knowledge and Education

Please list all education institutions attended from High School to present.

School	Degree or Diploma	Last year attended	Average Mark

Areas of Interest

In which areas of our business do you have an interest :

<input type="checkbox"/> Doors & Windows	<input type="checkbox"/> Electrical	<input type="checkbox"/> Lighting	<input type="checkbox"/> Receiving	<input type="checkbox"/> Installed Sales
<input type="checkbox"/> Lawn & Garden	<input type="checkbox"/> Plumbing	<input type="checkbox"/> Paint & Decor	<input type="checkbox"/> Project Sales	<input type="checkbox"/> Fork Lift & Warehouse
<input type="checkbox"/> Power Tools	<input type="checkbox"/> Hardware	<input type="checkbox"/> Security Gate	<input type="checkbox"/> Cash Register	
<input type="checkbox"/> Hand Tools	<input type="checkbox"/> Kitchen & Bath	<input type="checkbox"/> Contractor Sales	<input type="checkbox"/> Delivery Driver	
<input type="checkbox"/> Flooring	<input type="checkbox"/> Lumber & Building Materials	<input type="checkbox"/> Carpentry Shop	(What class licence do you hold? _____)	

Do you have experience in certain areas? _____

General Information

Tell us why you would like to work with Kent and include any skills that may be relevant to the position you are applying for.

Employment History

Starting with most recent employer.

Name and Location of Employer:		
Period of Employment:	From (mm/yy) To (mm/yy)	Salary \$
Duties / responsibilities:		
Name of Supervisor:	May we contact as a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No	Telephone:
Reason for leaving:		

Name and Location of Employer:		
Period of Employment:	From (mm/yy) To (mm/yy)	Salary \$
Duties / responsibilities:		
Name of Supervisor:	May we contact as a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No	Telephone:
Reason for leaving:		

Name and Location of Employer:		
Period of Employment:	From (mm/yy) To (mm/yy)	Salary \$
Duties / responsibilities:		
Name of Supervisor:	May we contact as a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No	Telephone:
Reason for leaving:		

References

Name of Reference:	Relation to applicant?	Telephone:
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Our organization is committed to providing a healthy and safe working environment free from the negative effects of alcohol and drug use. We have an alcohol and drug policy to support this commitment to health and safety. This policy requires participation in an alcohol and drug testing program, including a pre-employment drug test. In addition, we may also require you to undergo a pre-employment physical to ensure that you are capable of meeting the physical and related demands of the job for which you are applying.

I hereby authorize my prospective employer and its representatives to verify the information contained in this Application of employment. I further agree that any willful omission or misrepresentation shall be considered sufficient cause for denial or termination of employment.

I, the undersigned, grant permission to my prospective employer and its representatives to collect personal information about me (including test results of any kind) and to conduct reference and credit checks and a criminal record search for criminal convictions for which a pardon has not been granted. This information may be used to evaluate my application for employment and, if I am hired, this information may be kept in my employment file and updated from time to time. I agree that this information may be shared with my prospective employer's affiliated or related companies should I be considered for employment by any such companies. This permission includes my consent to the collection, use, disclosure and retention of information under the Personal Information, Protection and Electronic Document Act.

Date _____ Signature _____



Thank you for applying for employment at Kent!

We are a retailer of home improvement products committed to CUSTOMER SATISFACTION. We serve millions of customers every year in our stores located throughout Atlantic Canada. Each and every one of our customers deserve superior service from the moment they enter our store until they leave our yard. We are always looking for people who like to have fun while delivering great service. We depend on our associates to provide a fast, friendly and courteous experience to each of our customers so they will become **promoters** of Kent in their community.

If you are interested in joining our TEAM, here are some key elements required of each Kent Team Member:

- Helping us maintain a safe working environment.
- Displaying a positive attitude.
- Greeting and serving all Kent customers with a smile.
- Treating all customers in a courteous, friendly, and helpful manner.
- Ensuring each of our customers is delighted with our service.
- Ensuring our stores look the best for our customers.

We also expect each TEAM member to follow Kent policies. Team members must:

- Treat fellow associates with courtesy and respect.
- Exhibit a positive attitude.
- Report to work consistently and on time.
- Wear a Kent uniform and keep the uniform in a neat and clean condition.
- Maintain a high energy level while working.

