

# TIMBERROCK LANDSCAPE AND POND

Application for Employment

PERSONAL BACKGROUND			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	Zip	
Phone	E-mail Address		
Date Available to work:	Social Security No.	Desired Salary Range:	
If you are under 18 and it is required, can you furnish a work permit? YES <input type="checkbox"/> NO <input type="checkbox"/>		If no, please explain:	
Position Applied for			
Are you a citizen of the United States?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever been employed here before?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, give dates & position	
Type of employment desired: FULL-TIME <input type="checkbox"/> PART-TIME <input type="checkbox"/> TEMPORARY <input type="checkbox"/> SEASONAL <input type="checkbox"/> EDUCATIONAL CO-OP/INTERNSHIP <input type="checkbox"/>			
Will you relocate if the job requires it?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Will you travel if the job requires it?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Will you work overtime if the job requires it?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If no, explain:	
Are you willing to work evenings, weekends, or holidays if required by the nature of the job?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Have you ever been bonded?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you pled "guilty" or been convicted of a crime other than minor traffic violations?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, provide the date(s) and details.	
Have you ever pled "guilty" to a charge of D.U.I or D.W.I?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, provide the date(s) and details.	
Answering "Yes" to these questions does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account.			
<b>If applying for a position which requires you to drive on the job, please complete the following:</b>			
Driver's License Number:			
Possess a valid Driver's License	YES <input type="checkbox"/> NO <input type="checkbox"/>	License ever restricted, suspended, or revoked?	YES <input type="checkbox"/> NO <input type="checkbox"/>

Hire is subject to verification that the applicant meets legal age and US work permit requirements.

**EDUCATION AND TRAINING**

Names and Locations of High Schools, Colleges, Universities, and Special Programs	Graduation Date	College Major	College Minor	Grade Point Avg.
High School				
	Diploma/degree earned YES <input type="checkbox"/> NO <input type="checkbox"/>			
College and Additional Training:				
	Diploma/degree earned YES <input type="checkbox"/> NO <input type="checkbox"/>			
	Diploma/degree earned YES <input type="checkbox"/> NO <input type="checkbox"/>			
	Diploma/degree earned YES <input type="checkbox"/> NO <input type="checkbox"/>			

**ADDITIONAL INFORMATION**

List professional trade, business, or civic associations and any office held. You may exclude memberships that would reveal race, color, religion, sex, national origin, citizenship, age, mental or physical disabilities, veteran/reserve national guard, or any other similarly protected status.

Organization:	Offices Held:

**REFERENCES**

List names and telephone numbers of three business/work related references who are not related to you. If not applicable, list three school or personal references who are not related to you.

Full Name	Relationship
Number of Years Known	Phone ( )
Full Name	Relationship
Number of Years Known	Phone ( )
Full Name	Relationship
Number of Years Known	Phone ( )

**SPECIAL ACCOMPLISHMENTS AND ADDITIONAL INFORMATION YOU WOULD LIKE US TO CONSIDER**

Exclude memberships that would reveal race, color, religion, sex, national origin, citizenship, age, mental or physical disabilities, veteran/reserve national guard, or any other similarly protected status.


**WORK EXPERIENCE**

Please provide the following information of your past and current employers, assignments, or volunteer activities starting with the most recent. (use additional sheets if necessary). Explain any gaps in employment in the Comments section below.

Employer:	Phone ( )
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Address	Supervisor
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Job Title	Starting Salary \$	Ending Salary \$
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Summarize the type of work performed and the job responsibilities:

From	To	Reason for Leaving
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May we contact your previous supervisor for a reference? YES  NO

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Employer	Phone ( )
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Address	Supervisor
---------	------------

Job Title	Starting Salary \$	Ending Salary \$
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Summarize the type of work performed and the job responsibilities:

From	To	Reason for Leaving
------	----	--------------------

May we contact your previous supervisor for a reference? YES  NO

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Employer	Phone ( )
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Address	Supervisor
---------	------------

Job Title	Starting Salary \$	Ending Salary \$
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Summarize the type of work performed and the job responsibilities:

From	To	Reason for Leaving
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May we contact your previous supervisor for a reference? YES  NO

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**COMMENTS** (include explanations of any gaps in employment):

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**MILITARY SERVICE**

Branch

From

To

Rank at Discharge

Type of Discharge

If other than honorable, explain

**APPLICANT STATEMENT**

I certify that my all information I have provided in order to apply for and secure work with the employer, TimberRock Landscape and Pond, is true, complete and correct.

I understand that any information provided by me that is found false, incomplete or misrepresented in any respect, will be sufficient cause to (i) cancel further consideration of this application, or (ii) immediately discharge me from the employers service, whenever it is discovered.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional); employers, public agencies, licensing authorities and educational institutions, and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding employer, its representatives, employees or agents, for seeking, gathering and using such information in the employment process; and, all other persons, corporations or organizations for furnishing such information about me.

I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to reapply and fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice; and, the employer reserves the same right to terminate my employment at any time with or without prior notice, except as my be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the forgoing express language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States, and that federal immigration laws require me to complete an I-9 Form in this regard.

**DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.**

I certify that I have read, fully understand and accept all terms of the forgoing Applicant Statement.

Signature

Date