

**Greenstreet Growers, Inc.
Employment Application Form**



391 West Bay Front Road
Lothian, MD 20711

1721 West Braddock Road
Alexandria, VA 22302

OFFICE USE ONLY:

Date received:

Reviewed by:

Wage:

DATE OF APPLICATION _____

Name _____

Last First Middle Maiden

Present address _____

Number Street City State Zip

How long at current address _____

Cell phone #: _____ Alternative phone: _____ email address _____

Are you a smoker/non-smoker? (please circle one)

Are you under age 18 ___ YES ___ NO, if "YES", can you provide proof of your eligibility to work? ___ YES ___ NO

***If yes, you will need to acquire a Work Permit before you can start work.**

Are you currently authorized to work in the United States? ___ YES ___ NO. Proof of eligibility will be required, if hired.

Position applied for _____

Referral Source: Ad r Source _____ Internet r Walk-in r Agency r Referral _____ Other ___

Wage desired _____

How many hours can you work weekly? _____ Preferred Days & Hours to work _____

Employment desired FULL-TIME ONLY PART-TIME ONLY FULL- OR PART-TIME

When are you available to start? _____

Have you ever filed an application here before? Yes r No r If yes, give date. _____

Have you ever been employed here before? Yes r No r If yes, give date. _____

Are you employed now? Yes r No r May we contact your present employer? Yes r No r

Are you prevented from being employed in this country because of Visa or Immigration Status? Yes r No r

(Proof of citizenship or immigration status I-9 will be required upon employment.)

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE/YEAR GRADUATED
High School				
College				
Bus. or Trade School				
Professional School				

Have you ever been convicted of a crime which is substantially related to the functions or qualifications of the job for which you are applying? No Yes A Conviction record will not necessarily disqualify you from employment.

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. _____

Willingness Checklist for Garden Center Applicants Only

Part of the activities required to maintain and operate a garden center involve duties or tasks that are often overlooked when describing a specific job. Please indicate your level of willingness to perform these tasks and duties by placing an "X" on the appropriate line.

Would you be willing to:	NO	MAYBE	YES
1. Greet & approach all customers with a smile?	_____	_____	_____
2. Ask questions if you are ever unsure?	_____	_____	_____
3. Restock displays throughout the day?	_____	_____	_____
4. Load bags of mulch and soil into vehicles?	_____	_____	_____
5. Clean the bathroom, windows & glass?	_____	_____	_____
6. Sweep and mop the floors, walkways, etc.?	_____	_____	_____
7. Uphold a no smoking policy?	_____	_____	_____
8. Climb and work using the safety procedures?	_____	_____	_____
9. Stand on your feet long periods of time?	_____	_____	_____

Signature _____ Date _____

PLEASE PRINT ALL INFORMATION REQUESTED EXCEPT SIGNATURE

Empty box for signature or other information.

APPLICATION FOR EMPLOYMENT

DO YOU HAVE A DRIVER'S LICENSE? Yes No

What is your means of transportation to work? _____

Driver's license number _____ State of issue _____ Operator Commercial (CDL) Chauffeur Expiration date _____

Have you had any accidents during the past three years? How many? _____

Have you had any moving violations during the past three years? How Many? _____

OFFICE POSITIONS ONLY

Typing Yes No _____ WPM Quickbooks Yes No Word Processing Yes No _____ WPM

Personal Computer Yes No PC Mac Other Skills _____

Please list two professional references, preferably former supervisors, other than relatives. (Even if this is your first job, please list any odd job employers such as babysitting, house sitting, grass cutting, etc...)

Name _____ Name _____

Position _____ Position _____

Company _____ Company _____

Address _____ Address _____

Telephone () _____ Telephone () _____

In the space provided, please explain: Why are you applying for a job at Greenstreet Growers?

Large empty box for providing an explanation.

**PLEASE PRINT ALL
INFORMATION REQUESTED
EXCEPT SIGNATURE**

APPLICATION FOR EMPLOYMENT

MILITARY

HAVE YOU EVER BEEN IN THE ARMED FORCES? Yes No

ARE YOU NOW A MEMBER OF THE NATIONAL GUARD? Yes No

Specialty _____ Date Entered _____ Discharge Date _____

Work Experience Please list your work experience for the **past seven years** beginning with your most recent job held.
If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name of employer Address City, State, Zip Code Phone number	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
	Your last job title		

Reason for leaving (be specific)

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

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May we contact your present employer? Yes No

Annuals

Perennials

Nursery