



# EMPLOYMENT APPLICATION

*We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or handicap, or any other legally protected status.*

## PLEASE PRINT CLEARLY

Position Applying For: \_\_\_\_\_ Date Available: \_\_\_\_\_

Full Legal Name: \_\_\_\_\_  
First Middle Last

Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Any other name used in work history: \_\_\_\_\_

How did you hear about the position? \_\_\_\_\_

Do you know anyone in the landscaping industry? ☐ Yes ☐ No

Are you currently employed? ☐ Yes ☐ No May we contact your present employer? ☐ Yes ☐ No

Are you legally eligible to work in the United States? ☐ Yes ☐ No

Can you pass a drug test today? ☐ Yes ☐ No

Are you willing to work on out of town projects as needed? ☐ Yes ☐ No

Have you ever had an alcohol related moving violation on your driving record? ☐ Yes ☐ No

Do you have reliable transportation to and from work? ☐ Yes ☐ No

Valid MI Driver's License #: \_\_\_\_\_

Endorsements: ☐ CDL A ☐ CDL B ☐ Chauffeur

Are you able to perform the essential functions of the job with or without accommodation? ☐ Yes ☐ No

If no, please explain in detail:

Have you ever been convicted of a felony or misdemeanor, or do you have anything pending on your record at this time? ☐ Yes ☐ No

If yes, please explain in detail:



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Why should we hire you?

Please list current skills you believe would be useful to our organization should you become an employee:

### EDUCATION

| School name & location | Years attended | School type | Did you graduate? | Degree(s)/Diploma(s) earned |
|------------------------|----------------|-------------|-------------------|-----------------------------|
|                        |                |             | Yes No            |                             |
|                        |                |             | Yes No            |                             |
|                        |                |             | Yes No            |                             |

**REFERENCES - Please provide two professional and two personal references.**

| Name | Relationship | Years known | Phone # | Email |
|------|--------------|-------------|---------|-------|
|      |              |             |         |       |
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## EMPLOYMENT EXPERIENCE

Employer: \_\_\_\_\_ Dates employed (from/to): \_\_\_\_\_  
Job Title: \_\_\_\_\_ Hourly Rate/Salary (Starting/Ending): \_\_\_\_\_  
Immediate Supervisor and Title: \_\_\_\_\_ Phone #: \_\_\_\_\_  
May we contact for reference: ☐ Yes ☐ No If no, please explain: \_\_\_\_\_

Summarize the type of work performed and job responsibilities and why you left:

Employer: \_\_\_\_\_ Dates employed (from/to): \_\_\_\_\_  
Job Title: \_\_\_\_\_ Hourly Rate/Salary (Starting/Ending): \_\_\_\_\_  
Immediate Supervisor and Title: \_\_\_\_\_ Phone #: \_\_\_\_\_  
May we contact for reference: ☐ Yes ☐ No If no, please explain: \_\_\_\_\_

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May we contact for reference: ☐ Yes ☐ No If no, please explain: \_\_\_\_\_

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Please describe yourself. (*NOT physically*)

What are some goals that you have set for yourself?

What is most important to you?

What is/are your greatest accomplishment(s)?

What do you expect from your employer?

What are your five (5) most positive personality traits?

- |    |    |    |
|----|----|----|
| 1) | 2) | 3) |
| 4) | 5) |    |

What are your three (3) most negative personality traits?

- |    |    |    |
|----|----|----|
| 1) | 2) | 3) |
|----|----|----|

Do you like to work?



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*We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or handicap, or any other legally protected status.*

I understand that J & J Landscaping, LLC's policy is that all applicants for employment are judged solely on the basis of qualifications and ability without regard to age, gender, race, religion, color, sexual orientation, national origin, marital status or disability.

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, false statements on this application shall be grounds for immediate dismissal.

I authorize the investigation of all statements contained herein and the references listed to give J & J Landscaping, LLC any and all information concerning my previous employment and any pertinent information former employers may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to the Company.

I understand and agree that, if employed, my employment is at-will and may be terminated by me or J & J Landscaping, LLC at any time, with or without prior notice.

J & J Landscaping, LLC is hereby authorized to fully investigate my criminal history, work records, and qualifications, either before or after my employment. I understand that in the event that I have a criminal conviction or a pending charge involving a breach of trust or dishonest act, J & J Landscaping, LLC may, at its sole discretion, suspend or terminate my employment.

I understand my employment with J&J Landscaping, LLC is conditioned upon verification that I am a United States citizen or alien authorized to work in compliance with the Immigration Reform and Control Act of 1986, as it may be amended from time-to-time, and regulations promulgated thereunder.

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Signature

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Date

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Printed Name