

Application for Employment – Page 1

An Equal Opportunity Employer



58192 191 Lane
Mailing Address: Mankato, MN 56001

19922 State Hwy 22 S.
Store & Office Address: Mankato, MN 56001

Phone: (507) 625-4960, fax: (507) 625-5043

Answer ALL questions completely. Please print. Be sure to complete all applicable pages.

Position applied for: _____ Date of application: _____

Name: _____ Phone Number: _____ / _____
Home Cell

Present Address: _____

Permanent Address: _____

If hired, can you furnish proof that you are 18 years of age, or older? _____ Yes _____ No

If hired, can you furnish proof that you are eligible to work in the United States? _____ Yes _____ No

JOB INTEREST:

| | | |
|--|--|----------------------------------|
| Employment you are seeking: ___ Full time ___ Part-time ___ Temporary | When can you begin work? | Salary required? \$ _____ per |
| Are you able to occasionally work at alternate locations as may be required? ___ Yes _____ No | | |
| I was referred to Thomas Tree & Landscape by: (check one) ___ Newspaper ___ Employment Agency ___ Employee ___ Other | Are you available for overtime work in the evening and/or on weekends as may be required? _____ Yes _____ No | |

EDUCATION:

| School Name & Location | No. of Years Completed | Graduate | Degree, diploma or certificate, and area of study |
|-------------------------------|------------------------|----------------|---|
| High school last attended: | | ___ Yes ___ No | |
| Vocational, technical school: | | ___ Yes ___ No | |
| College or university: | | ___ Yes ___ No | |
| Other: | | ___ Yes ___ No | |

EMPLOYMENT HISTORY: List the last 10 years of employment. Start with current or most recent employer first. Include U.S. Military Service (show rank at discharge but no type of discharge).

| | | |
|----------------------------|---|------------------------------------|
| Employer (company name): | Immediate supervisor's name: | Your job title: |
| Street address: | Employment dates (mo. & yr.) from: _____ to: _____ | Salary: Begin: _____ End: _____ |
| City, state, zip code: | Phone: _____ | Reason for leaving: |
| Summarize your job duties: | | |

EMPLOYMENT HISTORY: (continued)

| | | |
|-----------------------------------|--|---|
| 2 Employer (company name): | Immediate supervisor's name: | Your job title: |
| Street address: | Employment dates (mo. & yr.) from: to: | Salary: Begin: End: |
| City, state, zip code | Phone: | Reason for leaving: |
| Summarize your job duties: | | |

| | | |
|-----------------------------------|--|---|
| 3 Employer (company name): | Immediate supervisor's name: | Your job title: |
| Street address: | Employment dates (mo. & yr.) from: to: | Salary: Begin: End: |
| City, state, zip code: | Phone: | Reason for leaving: |
| Summarize your job duties: | | |

| | | |
|-----------------------------------|--|---|
| 4 Employer (company name): | Immediate supervisor's name: | Your job title: |
| Street address: | Employment dates (mo. & yr.) from: to: | Salary: Begin: End: |
| City, state, zip code: | Phone: | Reason for leaving: |
| Summarize your job duties: | | |

RELATED WORK EXPERIENCE List any professional work experience you have had in the following areas:

| | |
|--|----------|
| Tree and Shrub Planting: <input type="checkbox"/> Yes <input type="checkbox"/> No | Explain: |
| Perennial and Annual Planting: <input type="checkbox"/> Yes <input type="checkbox"/> No | Explain: |
| Sodding, Seeding, or Grading: <input type="checkbox"/> Yes <input type="checkbox"/> No | Explain: |
| Retaining Wall or Paver Installation: <input type="checkbox"/> Yes <input type="checkbox"/> No | Explain: |
| Pond, Water Feature, or Lighting Installation: <input type="checkbox"/> Yes <input type="checkbox"/> No | Explain: |

Please list all equipment that you can operate proficiently: _____

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DRIVER'S LICENSE:

| | | |
|---|-------------|-------------------------------------|
| Do you have a valid driver's license? | Type/Class: | If CDL, class and any endorsements: |
| Please list all moving violations for the past 5 years: | | Air Brakes? |
| | | |

REFERENCES: Please provide the names of three business employment references that are not related to you. If you do not have any employment related references, please list individuals who can comment on your work skills.

| Name | Phone | Address | Years known and in what capacity. |
|------|-------|---------|-----------------------------------|
| 1. | | | |
| 2. | | | |
| 3. | | | |

Have you ever been discharged by an employer: _____ Yes _____ No

If yes, please explain: _____

May we contact the employers listed on page 1 and 2? _____ Yes _____ No

If no, please explain: _____

Please explain in one or two short sentences why you would be an asset to the company:

ACKNOWLEDGEMENT: PLEASE READ AND SIGN

By my signature below, I promise that the information provided in this employment application (and in any related documentation or interview) is true and complete, and I understand that any false or misleading information or significant omissions may disqualify me from further consideration for employment, and may lead to my dismissal from employment, if discovered at a later date.

I authorize any person, school, current or prior employer named in this form (or related documents or interview) to provide Thomas Tree & Landscape, Inc. with any information and opinion requested by Thomas Tree & Landscape, Inc. in connection with my application, and I release such persons, employers, and schools from any liability in making such statements.

I understand that this application does not create a contract of employment. I understand that, if hired, I am obliged to comply with any and all current and subsequently adopted Thomas Tree & Landscape policies. I understand and agree that, if hired, my employment is at-will and is for no definite period of time, and may, regardless of the date of payment of wages or salary, be terminated at any time for any reason.

Applicant's Signature: _____

Date: _____