



Application for Employment

Position applying for

PERSONAL INFORMATION

Name (Last, First)				
Street Address and/or Mailing Address		City	State	Zip
Phone Number		Email Address		
Date you can start work	Hourly Rate Desired	Do you have High School Diploma? (Circle one) YES NO		

POSITION INFORMATION

You are willing to work (Circle all that apply): Full Time Part Time Weekends		If only available Part Time, please indicate availability:	
Are you authorized to work in the U.S. on an unrestricted basis?		Yes	No
Have you ever been convicted of a felony? (Convictions will not necessarily disqualify an applicant for employment) Yes No If yes, explain:			
Can you perform the essential functions of the job with or without reasonable accommodation? Yes No			
Are you able to lift at least 40 lb. and remain on your feet for at least 8 hours at a time? Yes No			
Do you know someone who works at Signal Mtn. Nursery? Yes No If Yes, Who?			

QUALIFICATIONS Please list any education or training you feel relates to the position applied for that would help you perform the work, such as schools, colleges, degrees, vocational or technical programs, and military training.

	School Name	Degree	Address/City/State
School			
School			
Other			

SPECIAL SKILLS List any special skills or experience that you feel would help you in the position that you are applying for (leadership, organizations/teams, etc.)

REFERENCES List three professional references not related to you, with full name, address, phone number, and relationship. If you don't have three professional references, then list personal, unrelated references.

Name	Address/City/State	Phone	Relationship

WORK HISTORY Start with your present or most recent employment and work back. Use separate sheet if necessary. (Include paid and unpaid positions)

Job Title #1	Start Date	End Date
Company Name	Supervisor's Name	Phone Number
City	State	Zip
Duties:		

Reason for Leaving	Starting Salary	Ending Salary
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May we contact your present employer? (Circle one) Yes No N/A

Job Title #2	Start Date	End Date
Company Name	Supervisor's Name	Phone Number
City	State	Zip
Duties:		

Reason for Leaving	Starting Salary	Ending Salary
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Job Title #3	Start Date	End Date
Company Name	Supervisor's Name	Phone Number
City	State	Zip

Duties:		
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Reason for Leaving	Starting Salary	Ending Salary
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Notes:

I certify that the facts set forth on this Application for Employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements, omissions or misrepresentations may result in my dismissal. I authorize the Employer to make an investigation of any of the facts set forth in this application and release the Employer from any liability. The employer may contact any listed references on this application. I acknowledge and understand that the company is an "at will" employer. Therefore, any employee (regular, temporary, or other type of category employee) may resign at any time, just as the employer may terminate the employment relationship with any employee at any time, with or without cause, with or without notice to the other party.

Applicant Signature

Date