

HOXIE LANDSCAPE SERVICES INC.

AN EQUAL OPPORTUNITY EMPLOYER

EMPLOYMENT APPLICATION

FULL NAME: _____ DATE: _____

ADDRESS: _____ TOWN: _____ ZIP: _____

Mailing address (if different) _____

PHONE: Home: _____ Cell: _____

WHAT POSITION ARE YOU APPLYING FOR? _____ email: _____

ARE YOU UNDER THE AGE OF 18? _____

ARE YOU LEGALLY QUALIFIED TO WORK IN THE US? _____

TRANSPORTATION AND DRIVING

DO YOU POSSESS A VALID DRIVERS LICENSE? _____

BRIEFLY DESCRIBE ANY TRUCK DRIVING EXPERIENCE YOU MAY HAVE: _____

HAVE YOU EVER BEEN CONVICTED OF A CRIME? _____

EDUCATION

ARE YOU CURRENTLY ENROLLED IN SCHOOL? _____

EDUCATIONAL HISTORY

EDUCATION	NAME OF SCHOOL	Course of Study	YEARS
HIGH SCHOOL			
COLLEGE			
COURSES or TRAINING			

EMPLOYMENT HISTORY

CURRENT EMPLOYER: _____ START DATE: _____

JOB TITLE: _____ RESPONSIBILITIES: _____

DID YOU SUPERVISE ANY PERSONNEL? _____ REASON for LEAVING _____

MAY WE CONTACT EMPLOYER FOR A REFERENCE? _____

IF YES, CONTACT PERSON _____ WORK # _____ CELL # _____

PREVIOUS EMPLOYMENT HISTORY

DATE / DATE	COMPANY	POSITION HELD	RESPONSIBILITIES
/			
/			
/			
/			

CURRENT REFERENCES

NAME: _____ RELATIONSHIP _____ PHONE _____

NAME: _____ RELATIONSHIP _____ PHONE _____

NAME: _____ RELATIONSHIP _____ PHONE _____

SKILLS

Place a number in the blank next to the types of work described below.

1= very skilled, 2=some experience, 3=little or no experience

	Commercial Lawn Mowing		Skid-Steer Loader Operation		Tree Removal
	Tree and Shrub Planting		Landscape Masonry Skills		Ornamental Tree Pruning
	Lawn Care (fertilization and controls)		Irrigation Work		Shrub Pruning
	Nursery or Garden Center		Truck Driving		Leadership Skills
	Tree & Shrub Insect and Disease Control		Mechanical skill		Management Skills

EQUIPMENT OPERATION

LIST ALL EQUIPMENT THAT YOU HAVE OPERATED PROFESSIONALLY AND YEARS OF EXPERIENCE

1.	yrs	6.	yrs
2.	yrs	7.	yrs
3.	yrs	8.	yrs
4.	yrs	9.	yrs
5.	yrs	10.	yrs

WHAT SKILLS OR TRAINING DO YOU HAVE THAT WILL BE USEFUL IN THE POSITION YOU ARE APPLYING FOR: _____

“IN SEASON” OUR SCHEDULED WORK WEEK IS MONDAY THROUGH FRIDAY 7AM – 5PM (or later). SOME WEEKS SATURDAYS MAY ALSO BE REQUIRED. CAN YOU MEET OUR ATTENDANCE REQUIREMENT? _____

IT IS OUR POLICY DURING THE BUSY SEASONS TO WORK UNLESS SEVERE WEATHER CONDITIONS MAKE IT IMPOSSIBLE. ARE YOU WILLING TO WORK WITH INCLEMENT WEATHER CONDITIONS? _____

HOXIE LANDSCAPE SERVICES REQUIRES THAT ALL EMPLOYEES INVOLVED IN FIELD WORK BE PHYSICALLY QUALIFIED TO PERFORM THE TASKS DEMANDED BY THE JOB. EACH EMPLOYEE MAY BE DIRECTED TO TAKE A PHYSICAL EXAMINATION AS A CONDITION OF EMPLOYMENT.

HOXIE LANDSCAPE SERVICES REQUIRES ALL EMPLOYEES TO BE FREE FROM THE EFFECTS OF DRUGS AND ALCOHOL WHILE ON THE JOB. EACH EMPLOYEE MAY BE REQUIRED TO TAKE A DRUG SCREENING TEST AT ANY TIME DURING YOUR EMPLOYMENT. REFUSAL TO SUBMIT TO A DRUG TEST MAY RESULT IN TERMINATION OF EMPLOYMENT.

APPLICANT CERTIFICATION:

I understand and agree that if a driving license is required of the job for which I am applying, my employment and/or continued employment is contingent on possessing a valid driver’s license.

I understand that the company may now have or may establish a drug and/or alcohol testing program consistent with applicable federal, state and local law. If employed, I understand that taking of alcohol and/or drug tests is a condition of continual employment and I agree to undergo alcohol and drug testing consistent with the company’s policies.

I acknowledge that if hired by the company, employment is on an at-will basis. This means the company is free to terminate my employment at any time, with or without cause or advance notice, in accordance with state law, and acceptance of employment is not a contract of employment for any specified time. Similarly, I am free to terminate my employment with the company at any time for any reason.

STATEMENT OF ACCURACY

The information provided by me is accurate and complete. In completing and submitting this application I understand and agree that any misstatement of facts on this form will be cause for immediate dismissal. If employed, I will be required to show proof of age, a valid immigration card and drivers license. I agree to abide by all rules and regulations set forth by Hoxie Landscape Services Inc. and understand that the company has complete discretion to modify such rules.

I authorize the company or it's agents to confirm all statements contained in this application and/or resume as it relates to the position I am seeking and to the extent of the law. I agree to provide any requisite authorization forms for the background information.

I authorize and consent to have any party or agency contacted by this employer to furnish the above mentioned information. I hereby release, discharge and hold harmless, to the extent permitted by federal, state and local law, any party delivering information to the company or its duly authorized representative. I hereby release from liability the company and its representative for seeking such information and all other persons, corporations, or organizations furnishing such information.

SIGNATURE OF APPLICANT

DATE

