



Foegley Landscape, Inc.

“Continuing A Legacy of Excellence”

Short Form Application for Employment

An Equal Employment Opportunity Employer

Equal access to programs, services, and implement is available to all persons. Those applications requiring reasonable accommodation to the application and/or the interview process should notify the Human Resources Manager or Interviewer. If the applicant needs assistance in completing this form, help will be provided for them, possibly by appointment only. Application must be filled out completely. Incomplete or unresponsive answers may disqualify you from the interview process or employment opportunities. _____ Initial

Notice to all applicants applying for positions involving driving a company service vehicle: If you have a poor driving record, you may be disqualified from that position due to insurance requirements. _____ Initial

Foegley Landscape's receipt of this Application for Employment does not constitute a job offer in any form, nor does it imply that a position opening is available. Applications are active until the desired position is filled. Applications are generally discarded after 90 days. _____ Initial

Applicant's Name _____

Mailing Address _____

City State Zip

Telephone Where You Can Be Reached (____) _____

Alternate Telephone or Cell Number (____) _____

E-Mail Address _____

Social Security Number: _____ - _____ - _____

Your Social Security Number is requested on this for to facilitate record keeping and to minimize effort and errors in reference to other records which require the use of the Social Security Number.

First Time Applicant? Yes No

Have you ever been employed by Foegley Landscape? Yes No

If Yes, when? _____

Application is for the following Position(s): _____

I Am Available to Work: MON TUE WED THU FRI SAT SUN
Full Time Part Time Summer/Temporary On Call

Work Availability

Were you referred to us? Yes No

If Yes, by whom? _____

Date available to start employment: _____

Are you under 18 years of age? Yes No

If yes, can you provide proof of work eligibility? Yes No

Are you currently on "Lay off" status and subject to recall with another company? Yes No

Personal Information

Have you ever been convicted or pleaded guilty to a crime? Yes No

(Include court-martial convictions, but exclude minor traffic violations)

If yes, list date, charge, place, court and action taken. *A prior conviction does not necessarily mean that you cannot be employed. What you were convicted of and how long ago are important.*

Educational History

Circle last year completed

Grammar/ High School 1 2 3 4 5 6 7 8 9 10 11 12

College, Trade or Business 1 2 3 4 5 Graduate School 1 2 3 4 5

Other (specify): _____

	Name	City, State	Degree/ Diploma	Graduate?
High School				Y N
Business/Trade				Y N
College (BA)				Y N
College (Masters)				Y N

• If you did not graduate from High School, have you passed the G.E.D.? Yes No

• Please list honors or awards, as well as clubs or groups you have been involved in.

• Are you able to read and write English? Yes No

Work Skills

Can you speak Spanish Fluent Read Write Of

Driving Information

Do you have a valid drivers license? Yes No

If yes, provide license number _____ and state _____

Have you ever pleaded guilty or have ever been convicted of any traffic-related offenses within the past 5 years?

Yes No

Has a court of law or any government agency suspended, revoked or modified your driver's license in the last 5 year

Yes No

I certify that all answers, statements and data are right and true to the best of my knowledge.

Signature of applicant _____ Date _____

If filled out by someone other than applicant:

I certify that all answers, statements and data are right and true to the best of my knowledge, as answered by the applicant, and written by me, the preparer.

Signature of Preparer

Date_____

Printed Name of Preparer

Phone Number of Preparer

Address of Preparer

City, State, Zip of Preparer

**This is a preliminary application.
If you are hired there, is a supplement you will need to complete**