



Gasper Landscapes, Inc. Gasper Home & Garden Showplace Outdoor Living, Inc.

APPLICATION for EMPLOYMENT

We are an equal opportunity employer and do not unlawfully discriminate in employment. No question on this application is used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state or federal law. Equal access to employment, services and programs is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the organization.

Applicant Name: _____ Date: _____

Position(s) applied for or type of work desired: _____

Address: _____ Social Security # _____ - _____ - _____

City _____ State _____ Zip _____

Telephone: Home _____ Cell _____

Type of employment desired: _____ full time _____ part time _____ temporary

Date you will be available to start work: _____

Are you able to meet the attendance requirements?: _____

Do you have any objection to working overtime if necessary?: _____

If you are under 18, can you furnish a work permit?: _____

Have you ever been convicted of a crime in the past 7 years?: _____

If Yes, please explain (a conviction will not automatically bar employment): _____

Driver's license number: _____

How were you referred to us?: _____

Employment History:

Please provide all employment information for your past four employers starting with the most recent.

Employer: _____ Position Held: _____

Address: _____ Telephone # _____

Dates employed: From: _____ To: _____ Salary: _____

Job Summary: _____

Reason for leaving: _____

Employer: _____ Position Held: _____

Address: _____ Telephone # _____

Dates employed: From: _____ To: _____ Salary: _____

Job Summary: _____

Reason for leaving: _____

Employer: _____ Position Held: _____

Address: _____ Telephone # _____

Dates employed: From: _____ To: _____ Salary: _____

Job Summary: _____

Reason for leaving: _____

Employment History Continued

Employer: _____ Position Held: _____
Address: _____ Telephone # _____
Dates employed: From: _____ To: _____ Salary: _____
Job Summary: _____
Reason for leaving: _____

Other Skills and Qualifications

Summarize any job-related training, skills, licenses, certificates, and/or other qualifications:

Educational History

List school name and location, years completed, course of study, and any degrees earned:

High School: _____
College: _____
Technical Training: _____
Other: _____

References

List 3 references names, telephone numbers, and years known (do not include relatives or employers):

I hereby authorize the potential employer to contact, obtain, and verify the accuracy of information contained in this application from all previous employers, educational institutions, and references. I also hereby release from liability the potential employer and its representatives for seeking gathering, and using such information to make employment decisions and all other persons or organizations for providing such information.

I understand that any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered.

If I am employed, I acknowledge there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either I or the employer can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

I understand that it is the policy of this organization not to refuse to hire or otherwise discriminate against a qualified individual with a disability because of that person's need for a reasonable accommodation as required by the ADA.

I also understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

I understand that I will be on a probationary period for the first 90 days of employment with the organization within which time I will be reviewed at 30 days and 90 days and at anytime in between. Performance reviews will also be conducted at other periods after 90 days.

I also understand that I will be required to take a drug test in order to be qualified to work for this organization within thirty days of hire and will be required to take subsequent tests thereafter.

Applicant signature: _____ Date: _____



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REFERENCE RELEASE FORM

APPLICANT NAME: _____

FORMER EMPLOYER: _____

SOCIAL SECURITY #: _____ DATES EMPLOYED: _____

The above named applicant is being considered for employment with Gasper Landscapes, Inc. and has listed your organization as a former employer. We would appreciate your verification and completion of this form at your earliest convenience. Information provided will be treated in confidence. Please return this form to us in the enclosed, self-addressed, stamped envelope. Thank you for your help.

Applicant's Authorization

I consent to and authorize the above named former employer, and its agents and employees, to furnish any reference information concerning me, including achievement, wage history, performance, attendance, personal history, disciplinary information and reason for separation of employment, relating to my employment with the former employer. It is expressly understood that any information given is to be used for the purpose of determining my acceptability for employment. I also hereby release the above named former employer, and its agents and employees, from all liability for damages or claims, including but not limited to defamation, interference with contract, or prospective economic advantage and negligence, I have or may have which arise or result from any reference information provided pursuant to this authorization or any attempts to comply with this information. I also consent to and authorize Gasper Landscapes, Inc. to conduct a drivers license check and to obtain a drivers license report from the DOT in order to validate my driving record and to insure that I am in good standing with the DOT. I also consent to/and authorize Gasper Landscapes, Inc. to conduct a criminal background check.

Applicant's Signature _____ Date _____

FOR OFFICE USE ONLY

Position held: _____ Dates Employed: _____

Summary of essential duties: _____

Reason for leaving: _____

Salary at termination: _____ Eligible for rehire? _____ Yes _____ No

Please rate the following: Excellent Good Average Fair Poor

Job Knowledge:

Accuracy:

Productivity:

Dependability:

Notes:

- A. Have you ever been denied a license, permit or privilege to operate a motor vehicle? Yes No
- B. Has any license, permit or privilege ever been suspended or revoked? Yes No

IF THE ANSWER TO EITHER A OR B IS YES, ATTACH STATEMENT GIVING DETAILS

Education/Training

Any special training related to Transportation? (If yes, elaborate)_____

TO BE READ AND SIGNED BY APPLICANT

I have read the foregoing and it is agreed and understood that all such answers, statements are true and correct and any misrepresentation of information given above shall be considered an act of dishonesty.

By signing this document, I hereby authorize and request every person, firm, company, corporation, governmental agency, court, association or institution having control of any documents, records, and other information whether public or not, pertaining to me to furnish Gasper Landscapes, Inc., Outdoor Living, Inc. or Gasper Home & Garden Showplace. with any such information including but not limited to documents, records, charges violations, complaints filed against me, formal or informal, pending or closed, or any other pertinent data and to permit Gasper Landscapes, Inc., Outdoor Living, Inc. or Gasper Home & Garden Showplace or any of its agents or representatives, to inspect and make copies of such documents, records and other information.

I release, discharge, and exonerate Gasper Landscapes, Inc., Outdoor Living, Inc. or Gasper Home & Garden Showplace, its agents and representatives, and any person furnishing information pursuant to this authorization and release from any and all liability which may arise from this investigation made by Gasper Landscapes, Inc., Outdoor Living, Inc. or Gasper Home & Garden Showplace.

The applicant agrees to furnish such additional information and to complete such examinations as may be required for possible employment with Gasper Landscapes, Inc., Outdoor Living, Inc. or Gasper Home & Garden Showplace. Applicant acknowledges and agrees that this application for employment in no way obligates Gasper Landscapes, Inc., Outdoor Living, Inc. or Gasper Home & Garden Showplace to employ this applicant.

It is agreed and understood that if hired, the applicant may be on a probationary period during which time or at any time thereafter he may be discharged without cause. This certifies that this application was completed by me, and that all entries on it and information in it are true and complete to the best of my knowledge and if any such information should change, applicant shall advise Gasper Landscapes, Inc., Outdoor Living, Inc. or Gasper Home & Garden Showplace accordingly.

I also understand that I will be required to take a drug test in order to be qualified to work for this organization within thirty days of hire and will be required to take subsequent tests thereafter.

Date _____

Applicant's Signature _____