



## Application for Employment

It is the Company's Policy to hire all employees based on qualifications, without regard to race, creed, color, sex and age.

**Personal Information:**

Date: \_\_\_\_\_

Name: \_\_\_\_\_ SS#: \_\_\_\_\_

Present Address: \_\_\_\_\_ Twnshp: \_\_\_\_\_

\_\_\_\_\_ Are you 18 or older? \_\_\_\_\_

Phone Number: \_\_\_\_\_ Valid License? Yes/No

Means of transportation to work \_\_\_\_\_ Lic. No. \_\_\_\_\_

Have you ever been convicted of a crime? \_\_\_\_\_ If yes, please explain \_\_\_\_\_

**Employment Desired:**

Position \_\_\_\_\_ Part Time \_\_\_\_ Full Time \_\_\_\_

Date you can start \_\_\_\_\_ Are you employed now? \_\_\_\_\_

If so, can we inquire of your present employer? \_\_\_\_\_

**FOR GARDEN CENTER APPLICANTS ONLY**

Chestnut Hill Nursery is open for business 7 days a week,  
with hours approximately from 9-6 for the months of April through December.

What hours and days are you available to work?

SUN \_\_\_\_ MON \_\_\_\_ TUES \_\_\_\_ WED \_\_\_\_ THURS \_\_\_\_ FRI \_\_\_\_ SAT \_\_\_\_

If needed, could you come in earlier or stay later, on occasion? \_\_\_\_\_

EDUCATION	Name & Location	No Yrs Attendend	Did you Graduate?	Special Interest
Grammar School				
High School				
College				
Other				

U.S. Military or Naval Service? \_\_\_\_\_

Present Membership in Nat'l Guard or Reserves? \_\_\_\_\_

**Former Employers**

Date/Month/Year	Name and Address	Salary	Position	Reason for Leaving
From To				
From To				
From To				

**References:** Give the names of 2 persons not related to you whom you have known for over 1 year.

Name	Address	Business	Years Aquainted

**Physical Record**

Have you ever been injured on the job? \_\_\_\_\_ If yes, please explain \_\_\_\_\_

Do you have any physical limitations which may affect your job assignment or performance? \_\_\_\_\_

If yes, please explain \_\_\_\_\_

In case of emergency notify \_\_\_\_\_

Address: \_\_\_\_\_ Phone \_\_\_\_\_

**Special Interests**

Chestnut Hill Nursery is interested in all of our employees. If you have any special interests or hidden talents that could be used to benefit both you and Chestnut Hill Nursery, we would like to hear from you. Some examples are carpentry, equipment operations, floral arranging, etc.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

"I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL. I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LIST ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, PERSONAL OR OTHERWISE, AND RELEASE ALL PARTIES FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM FURNISHING SAME TO YOU. I ALSO UNDERSTAND THAT BY SIGNING BELOW I AM GIVING CHESTNUT HILL NURSERY PERMISSION TO DO A BACKGROUND CHECK ON MY DRIVERS LICENSE. I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT PRIOR NOTICE."

SIGNATURE: \_\_\_\_\_ DATE \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE**

INTERVIEWED BY \_\_\_\_\_ DATE \_\_\_\_\_

HIRED **YES** \_\_\_\_\_ **NO** \_\_\_\_\_ POSITION \_\_\_\_\_ SALARY/WAGE \_\_\_\_\_

HIRED BY \_\_\_\_\_ STARTING DATE \_\_\_\_\_