

# E.L.S. LANDSCAPING AND LAWN SERVICE L.L.C.

## APPLICATION FOR EMPLOYMENT

**PERSONAL INFORMATION** Complete all applicable information

Name (Full Last, First, MI)			Date of Birth		
Position(s) applied for:			Are you willing to work: ___ Full Time ___ Part Time ___ Temporary ___ Weekends ___ Evenings ___ Nights		
Street Address:			City	State	Zip
Home Phone	Business Phone		Have you previously been employed by our company? ___ Yes ___ No Where?		
Are you legally authorized to work in the United States? ___ Yes ___ No			When could you start employment?		
Have you ever applied for employment with our company? ___ Yes ___ No When? Where?			Have you ever been convicted of a felony? ___ Yes; Explain on back. ___ No		

**EMPLOYMENT HISTORY (List below last three employers, starting with the most recent one first)**

Present or Last Position		Name of Company		From Mo/Yr		From Mo/Yr	
Street Address:		City		State		Zip	
Duties:				Reason for Leaving:			
Starting Annual Salary		Final Annual Salary		Bonus	Commission	May we contact your supervisor?	
Name of Supervisor		Title and Department of Supervisor		Phone Number of Supervisor			
Next Previous Position		Name of Company		From Mo/Yr		From Mo/Yr	
Street Address:		City		State		Zip	
Duties:				Reason for Leaving:			
Starting Annual Salary		Final Annual Salary		Bonus	Commission	May we contact your supervisor?	
Name of Supervisor		Title and Department of Supervisor		Phone Number of Supervisor			
Next Previous Position		Name of Company		From Mo/Yr		From Mo/Yr	
Street Address:		City		State		Zip	
Duties:				Reason for Leaving:			
Starting Annual Salary		Final Annual Salary		Bonus	Commission	May we contact your supervisor?	
Name of Supervisor		Title and Department of Supervisor		Phone Number of Supervisor			

**EDUCATION INFORMATION**

High School or GED	Address	City	State	Degree	Subjects Studied	
College	Address	City	State	Degree	Major	GPA
College	Address	City	State	Degree	Major	GPA
Graduate School	Address	City	State	Degree	Major	GPA
Other	Address	City	State	Degree	Major	GPA

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**GENERAL (Q&A FORM)**

1) Do you have a valid Drivers License? Yes _____ No _____ CDL: Yes _____ No _____ If Yes, What Class: _____
2) What specific skills and experience do you have in the landscape construction industry? _____ _____
3) What training or certification do you have pertaining to the Landscape Industry? _____
4) What specific equipment can you operate? (I.e. skid loaders, trucks w/trailers, landscape tractors, etc.) _____ _____
5) Where do you see your career heading three years from now? Long Term? _____ _____
6) Any additional note or comments (If Needed) _____ _____ _____

<b>If applying for a office position</b>
Do you have computer Skills? _____ Yes _____ No
Accounts Receivable Skills? _____ Yes _____ No
Accounts Payable Skills? _____ Yes _____ No
Words per Minute you can type: _____
In what computer software programs are you proficient? _____ _____

**PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY**

In consideration of my employment, I agree to conform to the policies and procedures of E.L.S Landscaping L.L.C. I understand that in accepting this application, E.L.S. Landscaping L.L.C. is in no way obligated to provide me with employment and that I am not obligated to accept employment if offered. Furthermore, if employed, I understand that I am employed at will and that my employment and compensation can be terminated with or without cause, and with or without notice at any time.

I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that any falsified statements on this application or omission of fact on either this application or during the pre-employment process will result in my application being rejected, or, if I am hired, in my employment being terminated. I authorize E.L.S. Landscaping L.L.C. to investigate the statements I have made.

I understand that this application is valid for ninety (90) days from the date I sign it. If I expect Consideration beyond that date, I understand it is necessary to resubmit another completed application.

I also understand that any offer of employment is conditioned on the completion of pre-employment tests and Documentation. I will, upon request, sign all necessary consent forms.

Date	Signature
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