

Cayuga Landscape Co., Inc.

2712 Triphammer Rd. Ithaca, N.Y. 607-257-3000

Application for Employment

Date: _____

Personal Information

Name: _____ E-mail: _____

Present Address: _____

Phone #: _____ S.S.#: _____ Citizen of U.S.: _____ Age if under 18: _____

Working at Cayuga Landscape Company will usually require a moderate amount of lifting. Would you be comfortable lifting up to 70 pounds on occasion and lifting 20 pounds for more extended periods? _____

Would you be willing to observe our non-smoking policy? ___ Do you have reliable transportation? _____

Are you able to attend our Thursday 7:30 am staff meetings? _____

What drew your attention to employment opportunities here? _____

In emergency, contact: _____ Phone #: _____

Position Desired

Date you can start work: _____ How long could you work here for? _____

Type of work desired: Full-time Summer or Seasonal Part-time

Are you employed now? _____ Where: _____ What wage do you expect: _____

People who can be available at least one day of the weekend are of greatest value to us.

What days and times are you willing to work? (be thorough) _____

List schedule limitations including future obligations: _____

How do you feel about working overtime hours during our busy season? _____

Do you understand that your employment is at the will of Cayuga Landscape Co., Inc.? _____

Official Record *Note* You cannot be denied employment solely on the basis of a yes.

Have you ever been convicted of a crime: _____ If yes, when? _____ For what: _____

Do you have a valid NYS Drivers license? _____ What class? _____ License #: _____

Do you have infractions; if so what are they? _____

Skills

List previous experience that would be relevant to working in a landscape company and explain

Equipment experience _____

Plant/ farm experience _____

Customer service/ POS _____

Construction experience _____

Other _____

How would you characterize yourself when it comes to getting along with other people? _____

On a scale of 1-10 how well do you know the following plant and product categories?

Woody shrubs: _____ Trees: _____ Perennials: _____ Annuals: _____ Houseplants: _____

Herbicides/Pesticides: _____ Fertilizers: _____ Water Gardening: _____ Hardscapes: _____

Education

High School and Location: _____ Date Graduated: _____

College Name: _____ Degree: _____ GPA: _____ Date Graduated: _____

Employment History

<u>Company Name/Address/Phone</u>	<u>May We Call?</u>	<u>Position</u>	<u>Dates</u>	<u>Reason for Leaving</u>

References – List people such as teachers, and managers. No friends or relatives.

<u>Name</u>	<u>Address/Phone #</u>	<u>Occupation</u>	<u>Relationship to You</u>

Terms of Employment: I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for is cause for dismissal. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of wages, be terminated at any time without any previous notice. Furthermore, I understand and agree that it is my responsibility to read and abide by the conditions in the current Cayuga Landscape Staff Handbook.

Date: _____

Signature: _____