



Date _____

Applying for:
Garden Center _____
Landscape _____

Contact Information

Name _____ Phone _____

Street _____

City _____ State _____ Zip _____

Phone _____ Email _____

If you are under 18 do you have employment/age certificate? (working papers)

Circle one Yes No Not Applicable

Do you have a driver's license? Yes No

If yes do you have a medical card to drive vehicles over 10,000 pounds? Yes No

How were you referred to our company?



Availability

Monday: Yes or No From: ____ To: ____

Thursday: Yes or No From: ____ To: ____

Tuesday: Yes or No From: ____ To: ____

Friday: Yes or No From: ____ To: ____

Wednesday: Yes or No From: ____ To: ____

Saturday: Yes or No From: ____ To: ____

Sunday: Yes or No From: ____ To: ____

How many hours per week can you work? _____

When are you available to start work? _____

Do you have any vacations or will you be needing any personal time in the next 4 months?

(Circle one) Yes or No If yes, what are the dates? _____

Are you eligible to work in the United States (circle one)? Yes No

Education (higher education to High School)

School	Date Attended	Areas of Study	Did you Graduate (Y or N)



Training and Volunteering:

Please list computer programs which you are proficient in:

Please list any certification or training course that you have received/performed:

List any organizations or clubs that you are a member of:

Please list any acts of volunteering:



Previous Employment (most recent first):

Employer: Phone Number:	Dates Employed	Position/ Responsibilities	Reason for leaving	Salary/ Pay Rate

May we contact your previous employer (circle one) Yes No



Please answer the following questions:

Why are you Applying to work here?

If hired, how long do expect to work here?

Why do you think customers shop at Molzon's?



What is customer service?

What motivates you?

What you do if something came up and you were unable to come to work?

By signing below, you are stating that all the information on this application is correct and accurate:

Signature

Date



Willingness Checklist

Part of the activities required to maintain and operate Molzon's involve duties or tasks that are often overlooked when describing a specific job. Please indicate your level of willingness to perform these tasks and duties by placing an "x" on the appropriate line.

Would be willing to:	Yes	Maybe	No
1. Stock and dust shelves?	___	___	___
2. Complete our training program?	___	___	___
3. Restock displays throughout the day?	___	___	___

- | | | | |
|--|-------|-------|-------|
| 4. Approach all customers with a smile? | _____ | _____ | _____ |
| 5. Clean fixtures, windows & counters? | _____ | _____ | _____ |
| 6. Vacuum and sweep floors? | _____ | _____ | _____ |
| 7. Uphold strict security policies? | _____ | _____ | _____ |
| 8. Uphold our smoking policy? | _____ | _____ | _____ |
| 9. Climb a ladder using safety procedure? | _____ | _____ | _____ |
| 10. Stand on your feet for long periods of time? | _____ | _____ | _____ |
| 11. Dress in compliance with our dress code? | _____ | _____ | _____ |
| 12. Operate a computerized register? | _____ | _____ | _____ |
| 13. Maintain a positive attitude? | _____ | _____ | _____ |
| 14. Work weekends and evenings? | _____ | _____ | _____ |
| 15. Lift 25 pounds? | _____ | _____ | _____ |
| 16. Lift 50pounds? | _____ | _____ | _____ |
| 17. Make call to customers to follow up? | _____ | _____ | _____ |
| 18. Leave personal issues & negativity home? | _____ | _____ | _____ |
| 19. Work well with your teammates? | _____ | _____ | _____ |
| 20. Report to work on time when scheduled? | _____ | _____ | _____ |
| 21. Work outside in the elements? | _____ | _____ | _____ |
| 22. Work in an area that is not air conditioned? | _____ | _____ | _____ |
| 23. Get your hands dirty? | _____ | _____ | _____ |
| 24. Work on the landscape crew? | _____ | _____ | _____ |
| 25. Help unload trucks? | _____ | _____ | _____ |

Signature

Date