



# Employment Application

Submitted on: \_\_\_\_/\_\_\_\_/\_\_\_\_

**Red's Home & Garden is an equal opportunity employer.**

## Availability

We rely upon the information you provide in determining whether to hire you. You will be expected to be available for scheduling during the times you list below.

<input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Seasonal <input type="checkbox"/> Home & Gift Store <input type="checkbox"/> Greenhouse				Salary Desired:				Available Start Date: __/__/__					
Days Available		Mon		Tues		Wed		Thur		Fri		Sat	
Time Available		Start	End	Start	End	Start	End	Start	End	Start	End	Start	End
**PLEASE NOTE: During November - December employees are required to work some Sundays**													

## Personal Information

Last Name				First Name				Middle Name			
Present Address						City		State		Zip	
Previous Address						City		State		Zip	
Primary Telephone				Email Address						Age (if under 18):	
Emergency Contact		Name				Phone				Relationship	

## Employment History

List all employment, starting with your most recent position. Please provide all information.

May we contact your present employer?  Yes  No

Employer				Dates				Position/Title					
Address						From		To		Duties Performed			
City		State		Telephone									
Supervisor				Hourly Rate/Salary									
Reason for Leaving				Starting		Final							

Employer				Dates				Position/Title					
Address						From		To		Duties Performed			
City		State		Telephone									
Supervisor				Hourly Rate/Salary									
Reason for Leaving				Starting		Final							

Employer				Dates				Position/Title					
Address						From		To		Duties Performed			
City		State		Telephone									
Supervisor				Hourly Rate/Salary									
Reason for Leaving				Starting		Final							

## Education

Type of School	Name and Location of School		Degree/Area of Study	Years Completed	Graduated?
High School	Name				<input type="checkbox"/> Yes
	City	State			<input type="checkbox"/> No
College	Name				<input type="checkbox"/> Yes
	City	State			<input type="checkbox"/> No
Other	Name				<input type="checkbox"/> Yes
	City	State			<input type="checkbox"/> No
Special Skills/Courses					

## Criminal Conviction Information

In response to questions that follow, you are not requested to provide information regarding convictions that have been sealed, expunged, annulled, or erased. Conviction does not necessarily bar your employment.					
Have you ever been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Date(s)/ Nature of Offense(s):					
Have you ever been convicted of a misdemeanor involving weapons, theft, dishonesty, or violence? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Date(s)/ Nature of Offense(s)/ Sentence Imposed:					

Are you legally authorized to work in the United States?  Yes  No

## References

Attach additional sheets if needed.

Name	Address	Telephone	Relationship/Title	Years Known

## READ THIS STATEMENT BEFORE SIGNING

All information and answers to questions on this application are complete, true, and correct to the best of my knowledge and belief. I understand that any misrepresentation, falsification, or omission of any facts may render this application void and may result in my termination without liability whenever discovered. I understand and agree that any dishonesty or falsification by me during my employment may result in immediate termination.

I authorize Red's Home & Garden to conduct any investigation it deems appropriate concerning my application. I hereby authorize and request former employers, references, schools, and all other persons and organizations to disclose any information that may be sought in connection with this application. In return for their providing such information to Red's Home & Garden or its agent, I hereby release all former employers, personal references, schools, and other persons and organizations from all liability in connection with those disclosures.

I understand and agree that any employment that may result from this application will be for no definite period of time or duration and may be terminated at any time without notice or cause at the option of either the company or me. If employed, I agree to acquaint myself with and to abide by any rules, regulations, instructions, policies, and procedures of Red's Home & Garden. I acknowledge and agree that Red's Home & Garden has the absolute right to change its policies, procedures, and business practices and arrangements unilaterally, at any time, without prior notice.

I have read the above statements, I understand them, and agree to them.

Signature: \_\_\_\_\_

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