



7945 Stellhorn Road
Fort Wayne, IN. 46815
(260) 486-1587

Galbraith's Landscaping & Garden Centers Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

What type of position are you applying for?
FULL TIME PART TIME

Do you have a valid driver's license? YES NO Is there anything that prohibits you from driving a commercial vehicle? YES NO

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references that can be contacted.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Name:

Do you have experience in these areas?	YES	NO	Experience Level
Garden Centers:			
Retail Sales			
Identification of trees and shrubs			
Proper pruning techniques			
Knowledge of common insect & diseases that affect plants			
Knowledge of fertilizers and lawn chemicals for customer use			
Landscape:			
Planting trees and shrubs			
Planting perennials and annuals			
Installing brick patios and walkways			
Installing block retaining walls			
Installing timber retaining walls			
Installation of weed barrier and mulch			
Installing landscape edging			
Staking trees			
Preparation of sod / seed bed, Installing sod / seed			
Lawn Care / Mowing:			
Commercial Mowing			
Lawn Care Applications			
Calibration of application equipment			
Measuring & mixing of lawn chemicals			
Machinery:			
Manual transmission vehicle			
Skid loader			
Zero-turn mowers			
Stand-on mowers			
Weed trimmers			
Aeration equipment			
Ride-on application equipment			
Chain saw			
Brick saw			
Minor vehicle repair and maintenance			
Small engine repair			
Management:			
Reading a landscape plan			
Supervising a crew			
Managing retail inventory			
Creating and maintaining websites and ecommerce sites			
Building social media connections			
Any additional skills:			

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Applicant Statement

Please Read Carefully Before Signing Application

In exchange for the consideration of my job application by Galbraith's Landscaping & Garden Centers (hereinafter called "the Company"), I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other Company practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of Galbraith's Landscaping & Garden or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the owner of the Company. Both the undersigned and Galbraith's Landscaping & Garden Centers may end the employment relationship at any time, without specified notice or reason. If employed, I understand that the Company may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give the Company permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Company from any liability as a result of such contract.

I also understand that (1) the Company has a drug and alcohol policy that provides for possible pre-employment testing as well as random and /or periodic testing after employment; (2) consent to and compliance with such policy is a condition of my employment; and (3) continued employment is based on the successful passing of testing under such policy. I further understand that continued employment may be based on the successful passing of job-related physical examinations.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the Company reserves the same rights to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specific period or defined duration. I understand that no supervisor or representative of the Company is authorized to make any assurance to the contrary and that no implied, oral or written agreements contrary to the foregoing expressed language are valid unless they are in writing and signed by the company's president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

This Company is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, national origin, citizenship, age or disability. We assure you that your opportunity for employment with this Company depends solely on your qualifications.

Thank you for completing this application form and for your interest in our business.

Disclaimer and Signature

*I certify that I have read, fully understand, and accept all terms of the foregoing Applicant Statement.
I also testify that all my answers listed above are true and complete to the best of my knowledge.*

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my immediate release whenever it is discovered.

Signature: _____ Date: _____