

# APPLICATION OF EMPLOYMENT

Hessell's Greenhouse Inc.  
14497 23 Mile Road  
Shelby Township, MI 48315  
(586) 247-4675

**Note:** Please type or print your answers. If you print, please do so in blue or black ink and write neatly. An illegible application may preclude you from consideration.

POSITION APPLYING FOR: \_\_\_\_\_

## PERSONAL INFORMATION

\_\_\_\_\_  
First Name Middle Initial Last Name

Current Address:

\_\_\_\_\_  
Street and Apt. # City State Zip Code

Permanent Address (if different from above):

\_\_\_\_\_  
Street and Apt. # City State Zip Code

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_

Birthdate: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

I am an U.S. Citizen or otherwise authorized to work in the United States on an unrestricted basis:

Yes  No

If applicable, please list your visa type, visa # and expiration: \_\_\_\_\_

\_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

**EMPLOYMENT HISTORY:**

**Present or Most Recent Employer**

Employer: \_\_\_\_\_ Address: \_\_\_\_\_

Your Position: \_\_\_\_\_ Salary: \_\_\_\_\_

Duties: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ to \_\_\_\_\_

Supervisor: \_\_\_\_\_ May we contact?  Yes  No  
Name Title

Reasons for Leaving: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Prior Employer**

Employer: \_\_\_\_\_ Address: \_\_\_\_\_

Your Position: \_\_\_\_\_ Salary: \_\_\_\_\_

Duties: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ to \_\_\_\_\_

Supervisor: \_\_\_\_\_ May we contact?  Yes  No  
Name Title

Reasons for Leaving: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Prior Employer**

Employer: \_\_\_\_\_ Address: \_\_\_\_\_

Your Position: \_\_\_\_\_ Salary: \_\_\_\_\_

Duties: \_\_\_\_\_

Dates of Employment: \_\_\_\_\_ to \_\_\_\_\_

Supervisor: \_\_\_\_\_ May we contact?  Yes  No  
Name Title

Reason for leaving: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

## **EDUCATION**

### ***High School***

\_\_\_\_\_  
Name and Address

Did you graduate?  Yes  No      Attended from \_\_\_\_\_ to \_\_\_\_\_.

If you did not graduate, did you receive your GED?  Yes  No

Special honors or awards: \_\_\_\_\_

### ***Technical or Vocational School***

\_\_\_\_\_  
Name and Address

Did you graduate?  Yes  No      Attended from \_\_\_\_\_ to \_\_\_\_\_.

Degree or Certification: \_\_\_\_\_      Specialty: \_\_\_\_\_

Special honors or awards: \_\_\_\_\_

### ***College or University***

\_\_\_\_\_  
Name and Address

Did you graduate?  Yes  No      Attended from \_\_\_\_\_ to \_\_\_\_\_.

Degree: \_\_\_\_\_      Major: \_\_\_\_\_

Special honors or awards: \_\_\_\_\_

### ***College or University***

\_\_\_\_\_  
Name and Address

Did you graduate?  Yes  No      Attended from \_\_\_\_\_ to \_\_\_\_\_.

Degree: \_\_\_\_\_      Major: \_\_\_\_\_

Special honors or awards: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

**POSITION INFORMATION:**

***Position Specifications***

Position Applying For: \_\_\_\_\_

How did you hear about this job? \_\_\_\_\_

What hours are you willing to work? \_\_\_\_\_

Would you be able to work weekends?  Yes  No

Any physical limitations  Yes  No

If yes, explain \_\_\_\_\_

When would you would you be able to start? \_\_\_\_\_

***Skills***

Please describe any skills you have in the following areas:

Computer:

\_\_\_\_\_

Greenhouse:

\_\_\_\_\_

\_\_\_\_\_

Other:

\_\_\_\_\_

It is the policy of this company to provide equal employment opportunities to all qualified persons without regard to race, creed, color, religious belief, sex, age, national origin, physical or mental handicap or veteran status.

I hereby certify that my answers and assertions set forth in this application are true and complete to the best of my knowledge. If I am employed, I understand that any false statements on this application shall be considered sufficient cause for my dismissal. I hereby authorize this company to investigate any aspect of my prior educational and employment history.

Furthermore I understand that if I am hired, employment with this company is "at will," which means that either the company or I can terminate my employment for any reason not prohibited by state or federal law.

**Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

Hessell's Greenhouse Inc.