



# EMPLOYMENT APPLICATION

Date \_\_\_\_\_

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Social Security Number \_\_\_\_\_

Are you 18 years of age or older?  Yes  No Expected wage per hour \$ \_\_\_\_\_

Do you hold a valid driver's license?  Yes  No State \_\_\_\_\_ License # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Can you drive a standard shift?  Yes  No What types of trucks have you driven? \_\_\_\_\_

Have you had any driving accidents or violations in the past three years?  Yes  No

If "yes", please explain: \_\_\_\_\_

Have you ever been convicted of a misdemeanor or felony?  Yes  No

If "yes," please explain: \_\_\_\_\_

Can you, after employment, submit verification of your legal right to work in the United States?  Yes  No

If "no," please explain: \_\_\_\_\_

## Education

	Number of Years Completed	Graduated		Courses / Major
High School	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
College	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
College	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
Vocational / Technical	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____

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<b>Employment History</b>		
From	Job Title	Employed By
To	Your Duties	Address (Street, City, State, Zip)
Salary		Supervisor's Name and Telephone
May we contact your present employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Reason for Leaving		
From	Job Title	Employed By
To	Your Duties	Address (Street, City, State, Zip)
Salary		Supervisor's Name and Telephone
Reason for Leaving		
From	Job Title	Employed By
To	Your Duties	Address (Street, City, State, Zip)
Salary		Supervisor's Name and Telephone
Reason for Leaving		

**Personal References**

Name	Address	Telephone

I hereby certify that the information given by me is true in all respects. I understand that misrepresentation or omission of facts may result in refusal to hire or termination of employment.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

For Official Use Only: Hire Date \_\_\_\_\_ Starting Wage \_\_\_\_\_ W-481-9 \_\_\_\_\_

*Equal Opportunity and Drug-Free Employer*

Landscapes & Design Center, Inc.



P.O. Box 709  
Dona Ana, NM 88005

Applicant Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Date: \_\_\_\_\_

Previous employment: \_\_\_\_\_ Name of previous supervisor \_\_\_\_\_

Contact information of previous employer: \_\_\_\_\_

Please be advised employees of Landscape & Design Center, Inc. are expected to work with a **HIGH LEVEL OF INTEGRITY, AND A SENSE OF SELF RELIANCE; EMPLOYEES ARE EXPECTED TO WORK QUICKLY AND STAY ACTIVE ALL DAY LONG!** If this is not you, this job is not for you!! **THIS IS A DRUG FREE WORKPLACE. DRUG TESTING MAY BE REQUIRED.**

1. What are you looking for in a job? \_\_\_\_\_
2. Of the jobs you've had which did you like the best & why? \_\_\_\_\_
3. Which did you like the least? \_\_\_\_\_
4. Describe leadership positions you've had \_\_\_\_\_
5. What qualifies you for this job? \_\_\_\_\_
6. How do you know when you've done a good job? \_\_\_\_\_
7. What do you think would make you successful in this company? \_\_\_\_\_
8. What do you want to avoid in your next job? \_\_\_\_\_
9. How do you handle criticism or correction? \_\_\_\_\_
10. Why did you choose your previous job? \_\_\_\_\_
11. How would you describe your present or last job? \_\_\_\_\_
12. How would you describe your present or last boss? \_\_\_\_\_
13. What would your boss say are your strong points? \_\_\_\_\_
14. What would your boss say are your weak points? \_\_\_\_\_
15. How would your boss describe you? \_\_\_\_\_
16. What steps have you taken to improve on your weak points? \_\_\_\_\_
17. If you could suggest improvements in your last job, what would they be? \_\_\_\_\_
18. How much money do you need to feel successful? \_\_\_\_\_
19. What is the expected wage or salary you are expecting from this job? \_\_\_\_\_
20. What experience have you had as a landscaper? \_\_\_\_\_
21. What is the largest pipe size you have installed in an irrigation system? \_\_\_\_\_
22. Are you a person that works with a sense of urgency? \_\_\_\_\_
23. Do you walk and work quickly while at work or do you walk and work sluggishly? \_\_\_\_\_

24. Do you consider yourself a punctual person? \_\_\_\_\_
25. Do you consider yourself a reliable person? \_\_\_\_\_
26. If you see a co-worker being dishonest do you;
- pretend you don't know \_\_\_\_\_, or report him to your supervisor \_\_\_\_\_
27. If hired would you commit to give a 2 week notice if later you decided to pursue work elsewhere? \_\_\_\_\_. If not why not? \_\_\_\_\_
28. If hired you understand that 3 unexcused absences will be reason for termination? \_\_\_\_\_
29. If your co-workers work at a lower rate than yourself do you; Lower your level? \_\_\_\_\_, Increase your level as an example to them?, \_\_\_\_\_ Push them to increase their work level? \_\_\_\_\_, or let your supervisor know of their low quality of work? \_\_\_\_\_
30. If you are told your level of productivity and sense of urgency needs to increase are you willing to comply? \_\_\_\_\_
31. Where else are you looking for work? \_\_\_\_\_
32. Do you consider yourself as a person concerned with improving and prospering the company you work for or are you just interested in making a pay check? \_\_\_\_\_
33. Do you consider yourself a; foreman? \_\_\_\_\_, Technician? \_\_\_\_\_, or Laborer? \_\_\_\_\_
34. How do you consider yourself with the following;
- Reading commercial plans; expert \_\_\_\_\_, average \_\_\_\_\_, poor \_\_\_\_\_
  - Commercial irrigation install; expert \_\_\_\_\_, average \_\_\_\_\_, poor \_\_\_\_\_
  - Bobcat operator; expert \_\_\_\_\_, average \_\_\_\_\_, poor \_\_\_\_\_
  - Riding trencher operator; expert \_\_\_\_\_, average \_\_\_\_\_, poor \_\_\_\_\_
  - Truck with loaded trailer (10,000 lbs); expert \_\_\_\_\_, average \_\_\_\_\_, poor \_\_\_\_\_
  - Planting trees/shrub; expert \_\_\_\_\_, average \_\_\_\_\_, poor \_\_\_\_\_
  - Gravel/mulch; expert \_\_\_\_\_, average \_\_\_\_\_, poor \_\_\_\_\_
  - Pavers/flagstone; expert \_\_\_\_\_, average \_\_\_\_\_, poor \_\_\_\_\_
  - Concrete sidewalks/patios; expert \_\_\_\_\_, average \_\_\_\_\_, poor \_\_\_\_\_
  - Managing a crew; Good \_\_\_\_\_, average \_\_\_\_\_, poor \_\_\_\_\_
  - Managing your own work load for the day; Good \_\_\_\_\_, average \_\_\_\_\_, poor \_\_\_\_\_
  - Keeping a clean truck/work environment; Good \_\_\_\_\_, average \_\_\_\_\_, poor \_\_\_\_\_
35. By signing below, you authorize Landscape & Design Center, Inc. to perform a back ground check.

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Signature:

Date: