

DATE _____

POSITION APPLYING FOR _____

Application for Employment

PERSONAL INFORMATION

You must answer every question. If it does not apply, put N/A

Last Name _____ First Name _____ MI _____

Address _____ City _____ Zip _____

Home Telephone (____) _____ - _____ *Soc Sec Number _____ - _____ - _____

* Required or your application will not be processed or retained for further consideration

Cell Phone (____) _____ - _____ Email _____

Other address during last five (5) years:

From: _____ To: _____	From: _____ To: _____

How did you learn of us? Advertisement Walk In Other
 Current Employee _____ Employment Service _____

State name(s) of any relative(s) in our employ and your relationship to them:

Name:	Relationship:

Are you 18 years old or older?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever filed an application with us before?	<input type="checkbox"/> Yes, dates: _____	<input type="checkbox"/> No
Have you ever been employed with us before?	<input type="checkbox"/> Yes, dates: _____	<input type="checkbox"/> No
Are you currently employed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
May we contact your present employer?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you authorized to work permanently in the U.S.?	<input type="checkbox"/> Yes (proof is required)	<input type="checkbox"/> No
Which work schedule is preferred?	<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time
Are you able to work overtime?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
What date are you available to start work?	Date: _____	
Salary Desired: <i>(please indicate range)</i>	Rate: _____	
Do you have a current valid driver's license	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever been convicted of a felony within the last 5 years? (Conviction of a felony will not automatically disqualify an applicant for employment) If yes, state nature of offense, when, where and disposition:	<input type="checkbox"/> Yes	<input type="checkbox"/> No

We consider all applicants for employment without regard to race, color, religion, national origin, sex, age, marital or veteran status, or the presence of a non-job related condition or disability under Federal or State law. We adhere to a policy of Equal Employment Opportunity.

ACADEMIC INFORMATION

	Name & Address Of School	Courses of Study	Years Completed	Diploma or Degree	Grade Point Average
High School					
Undergraduate School					
Graduate/ Professional					
Other (Specify)					

EMPLOYMENT EXPERIENCE

Last or Present Position		
Company		Phone
Address	Supervisor	
Dates Employed: from	to	Hourly rate/salary: starting final
Product Line/Services	Work Performed	
Reason for leaving or wanting to leave		



Next to Last Position		
Company		Phone
Address	Supervisor	
Dates Employed: from	to	Hourly rate/salary: starting final
Product Line/Services	Work Performed	
Reason for leaving or wanting to leave		



Next to Last Position		
Company		Phone
Address	Supervisor	
Dates Employed: from	to	Hourly rate/salary: starting final
Product Line/Services	Work Performed	
Reason for leaving or wanting to leave		

GENERAL INFORMATION

List any special skills, training, experience, certifications or licenses that would be relevant to this position or our company

List any professional, trade, business, or civic activities or offices held that would relate to working here.

List any foreign languages that you fluently speak, read and/or write

List any software programs that you are proficient in

In the last year, what do you consider the most important contribution you have made to your department or organization? What was your role?

What are some of the most imaginative or innovative things you have done in your present or last position?

REFERENCES: Give the name, address, and telephone number of two (2) references who are not related to you and are not previous employers.

Name	Address	Phone

COMPLIANCE CHECKLIST

Part of the activities required to maintain and operate a retail store 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 you be willing to:	YES	NO	MAYBE	EXPLAIN
1. Stock and dust shelves?	_____	_____	_____	_____
2. Restock displays throughout the day?	_____	_____	_____	_____
3. Approach all customers with a smile?	_____	_____	_____	_____
4. Clean the fixtures, windows & glass?	_____	_____	_____	_____
5. Sweep the floors? Keep work area clean?	_____	_____	_____	_____
6. Uphold strict security policies?	_____	_____	_____	_____
7. Uphold our No Smoking policy?	_____	_____	_____	_____
8. Climb a ladder using safety procedures?	_____	_____	_____	_____
9. Stand on your feet for long periods of time?	_____	_____	_____	_____
10. Dress in compliance with our dress code?	_____	_____	_____	_____
11. Operate a computerized register?	_____	_____	_____	_____
12. Follow all company policies?	_____	_____	_____	_____
13. Learn new procedures?	_____	_____	_____	_____
14. Maintain a positive attitude?	_____	_____	_____	_____
15. Break down boxes for recycling?	_____	_____	_____	_____
16. Work weekend and evening hours?	_____	_____	_____	_____
17. Lift 50 Pounds?	_____	_____	_____	_____
18. Make calls to customers for follow up?	_____	_____	_____	_____
19. Leave personal issues & negativity at home?	_____	_____	_____	_____
20. Assist w/deliveries of plants/merchandise?	_____	_____	_____	_____
21. During slow periods ask for a project to do?	_____	_____	_____	_____
22. Report to work on time when scheduled?	_____	_____	_____	_____
23. Work well with your teammates?	_____	_____	_____	_____

APPLICANT STATEMENT

I hereby certify that the information that is provided on this application is true and complete to the best of my knowledge. I also agree that any falsified information or significant omissions may disqualify me from further consideration for employment and may result in an immediate discharge if discovered at a later date.

I authorize a thorough investigation of my past employment, references and activities and agree to cooperate in such investigation and release from all liability or responsibility all persons and corporations requesting or supplying information. A copy of this application on which my signature appears shall be effective for the release of the information requested herein.

I agree not to disclose or permit disclosure of any financial or proprietary information or trade secrets of the Company, which may be learned during the course of my application and/or employment.

I understand that if employed, my employment will be "at-will", and that either the Company or I may terminate my employment at any time for any reason or no reason. I acknowledge that I do not rely and have not relied on any representation or statements made by the Company or any of its agents, representatives, supervisors or managers, whether oral or otherwise, that are inconsistent with or differ in any way from the statements presented in this application. In consideration of my employment, I agree to conform to the rules and policies of the Company and understand that no supervisor or representative of the Company has any authority to enter into any agreement or assurances contrary to the Company's policies. I also understand that this application is not a contract of employment.

I also understand that as a candidate for employment, I have read the Drug-Free Workplace Statement. I understand that my employment is contingent upon a successful completion of a drug-screening test administered as a pre-employment condition. The confirmed presence of a controlled substance without adequate explanation will result in the termination of application for employment

Drug-Free Workplace Statement

We are committed to providing its employees with a safe work environment and promoting the highest standards of employee health and productivity. Consistent with these commitments, the Company has established an Alcohol and Drug Policy. Our goal is to establish and maintain a work environment that is free from the effects of alcohol and drug use and abuse.

Signature of Applicant: _____ Date: _____



12265 Chillicothe Rd
Chesterland, OH 44026

(440) 729-2122
fax (440) 729-7240

**FOR PRE-EMPLOYMENT PURPOSES ONLY. THE APPLICANT MUST SIGN
ACKNOWLEDGING AND AGREEING TO THE INVESTIGATION.**

Dear Applicant,

We appreciate your interest in employment. As part of our normal procedure for processing applications, a routine inquiry into your background may be made. This inquiry typically includes but is not limited to a review of education, employment, credit, driving record, civil and criminal litigation searches, licenses and general reputation within the community.

Please read the following statement and indicate your agreement by signing below.

I authorize all persons, investigation agencies, business organizations, schools, companies, corporations, credit bureaus and law enforcement agencies to provide The Bremec Group, Bremec Greenhouses & Nursery & Bremec Hts, Garden Center, LLC, and its agents any information concerning my background. I release Bremec's and its agents from any and all liability and responsibility, damages and claims of any kind whatsoever arising from this investigation of my background.

Signature

Date

Please print first, middle initial and last name here

Address including city, state and zip code

Driver's license number

State

Social Security Number

Date of birth for identification purposes only