
DISCLOSURE AND RELEASE

In connection with my application for employment (including contract for services) with you, I understand that consumer reports which may contain public record information may be requested by **Green Teams, Inc.** and/or its agents. These reports may include the following types of information: names and dates of previous employers, reason for termination of employment, work experience, accidents, *etc.*, from federal, state and other agencies which maintain such records, as well as information concerning previous driving record request made by others for such state agencies and state-provided driving records.

I authorize without reservation, any party or agency contacted by **Green Teams** and/or its agents, to furnish the above mentioned information.

I have the right to make a request to **Green Teams, Inc.** and/or its agents, upon proper identification, the nature and substance of all information in its files on me at the time of my request, including the sources of information; and the recipients of any reports on me which the agents have previously furnished within the two (2) years preceding my request. I hereby consent **Green Teams, Inc.** and/or its agents to obtain the above information and I agree that such information which **Green Teams, Inc.** and/or its agents has or obtains, and my employment history with **Green Teams, Inc.** if I am hired, will be supplied by **Green Teams, Inc.** and/or its agents to other companies which subscribe to its agents.

I hereby authorize procurements of consumer reports(s). If hired (or contracted) this authorization shall remain on file and shall serve as ongoing authorization for you to procure consumer reports at any time during my employment (or contract) period.

I understand that I may request a copy of this Disclosure and Release form.

Applicant Signature

Date

Print Name

Social Security Number

Address, City, State and Zip Code

APPLICANT INSTRUCTIONS

Thank you for your interest in employment with our Company. We appreciate your application, and look forward to the possibility of you joining our team. This sheet is for your information. Please read it carefully.

If you need any assistance or accommodation to facilitate the filling out of this form or during any of the application process, please notify the person who gave you this form and every effort will be made to provide you with the help you request.

Please print all information so it can be easily read. Be certain that all questions are **completely** answered. Incomplete information forms will not be considered. Use the abbreviation "N/A" if a particular provision or section in the form is not applicable to you. If you need additional space, you may use the back of the form.

This application form is intended for use in evaluating your qualifications for employment. This is not a contract for employment. False or misleading information given in this form or during the interviewing process are grounds for terminating the application process or, if discovered after employment, for terminating employment.

Employment decisions are made solely on the basis of qualifications to perform the work for which you are applying. Qualifications include education, training, and work experience. Credentials and experience will be verified through schools, former employers, and any other applicable sources. As an Equal Opportunity Employer, we make decisions to hire and promote without regard to race, color, creed, national origin, sex, physical or mental disability (unrelated to ability to do the job), or age (as defined by law).

You should understand that the position for which you are applying is considered at-will, which means that either you or the company can terminate employment for any reason or no reason at any time. No one except the company president has the authority to amend this agreement.

We appreciate your interest.

I have read and understood the above information.

Signature _____ Date _____

APPLICATION FOR EMPLOYMENT

(Please Print)

How did you learn about us?

Advertisement Friend Walk-In Relative Present Employee Other _____

Position Desired (see job descriptions) _____ Date _____

Landscape Installation Mechanic
 Landscape Maintenance Interiorscaping Horticulture Technician
 Landscape Irrigation Management

Name (Last) _____ (First) _____ (Middle) _____

Address _____ City _____ State _____ Zip _____

Telephone Number(s) _____ *Social Security Number _____

*All social security numbers are verified upon offer of job.

Are you over 18 years of age? Yes No

If you are under 18 years of age, can you provide proof of your eligibility to work?
 Yes No

Have you ever filed an application with us before? Yes No

Are you physically or otherwise unable to perform the duties of the job for which you are applying?
(see job descriptions) Yes No

If yes, please describe _____

Are you currently employed? Yes No

May we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Yes No

Proof of citizenship or immigration status will be required upon employment.

On what date would you be available for work? _____

Availability: Full Time Part Time Shift Work Temporary

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Can you travel if a job requires it? Yes No

Have you ever been convicted of a felony? Yes No*

City/State _____ Charge _____

Please explain _____

*Conviction of a felony will not necessarily bar you from employment.

EDUCATION

Circle the highest grade completed in school:

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16

Name and address of last school attended: _____

Vocational or Business schools attended: _____

Experience in the green industry: _____

List names of friends or relatives now employed by **Green Teams, Inc., dba The Greenery:**

Person to contact in case of an emergency:

This information is to facilitate contact in the event of an emergency and is not used in the selection process.

Full Name

Phone

Address

Their place of employment

Phone

Address

Relationship to you

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

EMPLOYMENT RECORDS

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, national origin, handicap or other protected status.

CURRENT OR MOST RECENT EMPLOYER:

Name _____ Phone _____

Address _____

Positions/Duties: _____

Supervisor: _____

Reason for leaving _____

DATES EMPLOYED	
From	To
HOURLY RATE/SALARY	
Beginning	Ending

NEXT PREVIOUS EMPLOYER:

Name _____ Phone _____

Address _____

Positions/Duties: _____

Supervisor: _____

Reason for leaving _____

DATES EMPLOYED	
From	To
HOURLY RATE/SALARY	
Beginning	Ending

NEXT PREVIOUS EMPLOYER:

Name _____ Phone _____

Address _____

Positions/Duties: _____

Supervisor: _____

Reason for leaving _____

DATES EMPLOYED	
From	To
HOURLY RATE/SALARY	
Beginning	Ending

Use this space to give us other information about your personal skills or qualities, work style, interpersonal ability or communication skills which would further qualify you for this job.

Complete the following information only if applying for a position that requires use of a vehicle while conducting company business. If hired, your information may be verified with a Motor Vehicle Report.

How many traffic violations have you had during the last two years? _____

Drivers License Number: _____, State _____

REFERENCES

Name only those persons who are familiar with your work capabilities. Do not list relatives.

Name _____ Phone _____

Address _____

Position _____ Years Known: _____

Name _____ Phone _____

Address _____

Position _____ Years Known: _____

Name _____ Phone _____

Address _____

Position _____ Years Known: _____

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 30 days. All applications for non-hired individuals are destroyed after 30 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are accepted at that time.

I understand that:

1. I may be required to successfully complete a pre-employment physical examination conducted by a company-authorized physician.
2. That all employees working in the landscape are required to have and wear boots that lace up above the ankles for protection.
3. That all non-management field employees are required to wear Company uniforms (cost to be split between the Company and the employee).
4. That I agree to sign and submit to an arbitration agreement.
5. That if I am hired for a management position I will sign a non-compete agreement.

Signature of Applicant _____ Date _____

Landscape Maintenance Skills

- Mowing
 - Trimming
 - Edging
 - Blowing
 - Mulch Application
 - Fertilizer Application
 - Pesticide Application

 - Flower/Shrub install
 - Bed Maintenance
 - Light Tree Pruning
 - Shrub Shearing
 - Plant Identification

 - Install New Landscape
 - Tree Planting
 - Laying Sod
 - Light Construction
 - Concrete/Masonry
 - Stonework/Pavers

 - Driver License
 - Pulling a Trailer
- Irrigation Installation
 - Irrigation Repairs
 - Irrigation Monitoring

 - Edgers
 - Trimmers
 - Blowers
 - Zero Turn Riders
 - Push Mowers
 - Walk Behind Mowers
 - Chainsaw
 - Spreader
 - Trencher/Boring Machine
 - Heavy Equipment Operator

 - Spanish
 - Speak
 - Read
 - Write
 - English
 - Speak
 - Read
 - Write

 - Certifications _____
