

MCDONALD GARDEN CENTER APPLICATION FOR EMPLOYMENT



PERSONAL INFORMATION

Incomplete information could disqualify you from further consideration. Please complete all fields.

Last Name _____ First Name _____ M.I. ____ Date _____

Street Address _____ Apt. # _____

City _____ State _____ Zip _____

E-mail Address _____

Home Phone # _____ Mobile Phone # _____

Are you eligible to work in the U.S? ___ Yes ___ No

If you are under age 16, are you able to provide a work permit? ___ Yes ___ No

Have you ever been terminated from employment or asked to resign by an employer? ___ Yes ___ No

If yes, please provide company names and details _____

Have you ever worked for this company before? ___ Yes ___ No

If yes, please provide date, position and location _____

Can you work weekends? ___ Yes ___ No Can you work flexible hours? ___ Yes ___ No

Can you work overtime? ___ Yes ___ No

Can you travel, if the job requires doing so? ___ Yes ___ No

If your job requires driving, do you currently possess a valid driver's license? ___ Yes ___ No

Are you able to perform the essential functions of the job for which you are applying, with or without a reasonable accommodation? ___ Yes ___ No

EMPLOYMENT DESIRED

Position(s) desired _____

Date you can start _____ Hourly rate/Salary desired _____

Are you currently employed? _____ If so, may we inquire of your present employer? _____

Please describe your experience in plants and gardening. _____

Do you have any additional special skills, experience and/or training that would enhance your ability to perform the position applied for? If yes, explain. _____

REFERRAL SOURCE

How did you hear about us? _____ Walk In _____ Company Website

___ Online Advertisement - Please Specify: _____

___ Employee Referral - Please Specify Employee Name: _____

___ Job Fair - Please Specify: _____

___ Other- Please Specify: _____

State name and location of any relatives currently working for our company: _____

EDUCATION

High School Name _____

Location **No. of Years Attended** **Degree Received** **Subjects Studied/Major**

College/University Name _____

Location **No. of Years Attended** **Degree Received** **Subjects Studied/Major**

Trade, Business or
Correspondence School _____

Location **No. of Years Attended** **Degree Received** **Subjects Studied/Major**

EMPLOYMENT HISTORY

Include your last seven (7) years of employment history, including periods of unemployment, starting with the most recent and working backwards in time. Incomplete information could disqualify you from further consideration.

From _____ To _____ Employer _____ Job Title _____

Telephone _____ Address _____

Immediate Supervisor and Title _____

Summarize the nature of work performed and job responsibilities _____

Reason for leaving _____ Ending Wage / Salary \$ _____

From _____ To _____ Employer _____ Job Title _____

Telephone _____ Address _____

Immediate Supervisor and Title _____

Summarize the nature of work performed and job responsibilities _____

Reason for leaving _____ Ending Wage / Salary \$ _____

From _____ To _____ Employer _____ Job Title _____

Telephone _____ Address _____

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From _____ To _____ Employer _____ Job Title _____

Telephone _____ Address _____

Immediate Supervisor and Title _____

Summarize the nature of work performed and job responsibilities _____

Reason for leaving _____ Ending Wage / Salary \$ _____

REFERENCES

Give the names of three persons not related to you, whom you have known at least three (3) years.

Name	Address	Phone
_____	_____	_____
Email	Company	Years Acquainted
_____	_____	_____

Name	Address	Phone
_____	_____	_____
Email	Company	Years Acquainted
_____	_____	_____

Name	Address	Phone
_____	_____	_____
Email	Company	Years Acquainted
_____	_____	_____

PLEASE READ CAREFULLY BEFORE SIGNING

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for McDonald Garden Center to hire me. If I am hired, I fully understand and agree that my employment is "at-will" and that either McDonald Garden Center or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no one other than the owner of McDonald Garden Center has the authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the "at-will" employment rules, and then only in writing, signed by the owner.

I attest with my signature below that I have given to McDonald Garden Center true and complete information on this application. No requested information has been concealed. I authorize McDonald Garden Center to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

Date _____ Signature _____

THIS APPLICATION IS VALID ONLY FOR 120 DAYS FROM THE DATE ABOVE.

Please be advised that we are unable to respond to any inquires regarding the status of your application. If your background and skills meet our position requirements, you will be contacted to schedule a personal interview at one of our locations.

McDonald Garden Center is an equal opportunity employer. McDonald Garden Center does not discriminate in employment with regard to race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service or any other characteristic protected by law.

DO NOT WRITE BELOW THIS LINE

Interviewed by: _____ Date _____

Remarks _____

IMPORTANT: Please complete this section for Payroll Department

Full-time Part-time Seasonal Shirt Size _____

Hired Date _____ Department _____ Position _____

Rate of Pay _____ Hiring Manager Approval _____

HR Approval _____

Notes _____



INDEPENDENCE
1144 INDEPENDENCE BLVD.
757-464-5564

GREAT NECK
1276 GREAT NECK RD.
757-962-7596

GARDEN MARKETS
THROUGHOUT
HAMPTON ROADS