

BEIER'S GREENHOUSE

2707 MIDWAY LANE
GRAND RAPIDS, MN 55744
(Located on HWY 169 East between Grand Rapids and Coleraine)
www.beiersgreenhouse.com

BEIERSGREENHOUSE@HOTMAIL.COM

EMPLOYMENT APPLICATION

APPLICATION INSTRUCTIONS:

1. **NO PHONE CALLS.** Submit only by MAIL, E-MAIL, OR IN PERSON.
2. Complete all pages of this form completely and accurately.
3. Please thoroughly read all statements contained in this Application Form.

APPLICANT NOTE:

REQUIREMENTS FOR THIS JOB INCLUDE SOME EVENING AND WEEKEND AVAILABILITY FOR WORK. This application form is intended for use in evaluating your qualifications for employment. This is not an employment contract. False or misleading statements during the interview and/or on this form are grounds for terminating the application process or are grounds for termination of employment.

EEO STATEMENT

We are an Equal Employment Opportunity employer and do not discriminate in our hiring or employment practices. All qualified applicants will receive consideration without regard to race, color, creed, religion, national origin, age, disability, sex, or any other characteristic protected by State or Federal law.

APPLICANT INFORMATION:

Today's Date _____

Name _____
First Middle Last

Current Address: _____

Email Address _____

Phone: Home _____ Work _____ Cell _____

Do You Know anyone currently employed here (excluding spouse)?

Who _____ Relationship _____

Are you Currently Employed? Yes No

Where? _____ Hours? _____

Supervisors Name: _____ May we contact? _____

DAYS & HOURS AVAILABLE: including Sat. & Sun. Available Starting: _____ Until: _____

MON TUES WED THUR FRI SAT SUN
to to to to to to to

FULL DAYS YES SOME NEVER Full Time Part Time

NIGHTS: YES SOME NEVER Most Hours want to work? _____

WEEKENDS: YES SOME NEVER Least Hours want to work? _____

ANYTIME: YES SOME NEVER Can you come in with 1-2 hours notice? _____

EDUCATION

Name	City/State	Graduation Date	Degree Earned
High School			
College			
Other			

PREVIOUS EMPLOYMENT

COMPANY NAME: _____
 FROM: Mo. ____ Yr. ____ TO: Mo. ____ Yr. ____
 ADDRESS _____
 CITY: _____ STATE: _____ ZIP: _____
 PHONE #: _____ SUPERVISOR: _____
 MAY WE CONTACT? Yes No SALARY? _____
 JOB DUTIES? _____

REASON FOR LEAVING? _____

COMPANY NAME: _____
 FROM: Mo. ____ Yr. ____ TO: Mo. ____ Yr. ____
 ADDRESS _____
 CITY: _____ STATE: _____ ZIP: _____
 PHONE #: _____ SUPERVISOR: _____
 MAY WE CONTACT? Yes No SALARY? _____
 JOB DUTIES? _____

REASON FOR LEAVING? _____

IF THE JOB REQUIRES YOU TO DRIVE, DO YOU HAVE THE APPROPRIATE VALID
 DRIVER'S LICENSE Yes No
 IF "YES", DL# _____ TYPE _____ STATE _____

REFERENCES: Include only individuals familiar with your work capabilities. Do not include relatives.

NAME	ADDRESS/PHONE	YEARS KNOWN/RELATIONSHIP
1.		
2.		
3.		

PREFERENCES TO TYPE OF WORK IF HIRED

GENERAL _____ CASHIER _____ STOCKING _____ WATERING _____
FLORAL DESIGN _____ LANDSCAPE/NURSERY _____ OFFICE OR COMPUTER WORK _____

JOB RELATED SKILLS

DO YOU HAVE ANY EXPERIENCE IN THE FOLLOWING?

OPERATING CASH REGISTER: Yes No WORK WITH PLANTS Yes No
RETAIL EXPERIENCE Yes No IDENTIFY PLANTS: Yes No
GARDENING Yes No GIFTS & CRAFTS: Yes No
LANDSCAPING: Yes No LAWN & GARDENING Yes No
WORK AT GREENHOUSE/NURSERY: Yes No
COMPUTER SKILLS: WORD Yes No EXCEL Yes No
 PUBLISHER Yes No POWERPOINT Yes No

PLEASE LIST ANY OTHER SKILLS, LICENSES, CERTIFICATIONS, OR EXPERIENCES THAT MAY BE JOB RELATED.

WHY WOULD YOU LIKE TO WORK FOR BEIER'S GREENHOUSE?

ANSWER QUESTIONS 1-3 ON THE BACK OF THIS APPLICATION.

- 1. WHAT ARE YOUR GREATEST STRENGTHS?
- 2. WHAT ARE YOUR GREATEST WEAKNESSES?
- 3. WHAT DO YOU THINK "OUTSTANDING CUSTOMER SERVICE" MEANS? DO YOU FEEL COMFORTABLE PROVIDING THIS LEVEL OF SERVICE?

CERTIFICATION:

I certify the answers given to me by the foregoing questions and any statements made by me are complete and true to the best of my knowledge and belief. I understand that any false information, omissions, or misrepresentations of facts regarding information called for in this application may result in rejection of my application, or discharge at any time during my employment. If I am hired, my employment shall be "at-will", and that either the Company or I can choose to terminate the employment relationship for any reason, or no reason at all, without notice.

Signed _____ Dated _____

Bring completed applications to:
Beier's Greenhouse, 2707 MIDWAY LANE, GRAND RAPIDS, MN 55744
(Located on 169 East between Grand Rapids and Coleraine)
Email: beiersgreenhouse@hotmail.com

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