

**Fairland Landscape Supply**

208 S Franklin Street, Fairland IN 46126

Phone: (317) 427-0024

kelly@flsupply.net

Employment Application

Position Desired

☐ Retail☐ Equipment Operator☐ Laborer☐ Sales☐ Other**Personal Information**

Last Name	First Name	Middle	Social Security #	Date of Birth
Address			Home Phone Number	
City	State	Zip	Cellular Phone Number	
Have you ever applied for employment with us before? If yes: Month Year		Yes No	Email	
Are you available for full-time work? If no, please explain:		Yes No	Pay Expected	
Are you legally eligible for employment in the United States?		Yes No	When will you be available to begin work?	
Emergency Contact Information				
Name		Phone Number	Relationship	

Please indicate the type of work for which you are applying:

☐ Full-time year round☐ Full-time seasonal☐ Part-time summer only *☐ Part-time seasonal

* If applying for summer only, please specify beginning and ending dates, you would be available for work:

Beginning Date Available

Ending Date Available

Education

Type of School	Name & Location of School	Course of Study	# Years Completed	Did you Graduate?	Honors Received
High School				Yes No	
Trade, Business, or Technical				Yes No	
College or University				Yes No	
Other (explain)				Yes No	

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Previous Work Experience (Please begin with most recent employer, giving accurate full-time and part-time employment record).

1	Company Name	Telephone Number
	Address	Employed From From To
	Supervisor Name	Rate of Pay: Start End
	Position	Reason for leaving or seeking to leave:
	Description of Primary Responsibilities	

2	Company Name	Telephone Number
	Address	Employed From From To
	Supervisor Name	Rate of Pay: Start End
	Position	Reason for leaving or seeking to leave:
	Description of Primary Responsibilities	

3	Company Name	Telephone Number
	Address	Employed From From To
	Supervisor Name	Rate of Pay: Start End
	Position	Reason for leaving or seeking to leave:
	Description of Primary Responsibilities	

4	Company Name	Telephone Number
	Address	Employed From From To
	Supervisor Name	Rate of Pay: Start End
	Position	Reason for leaving or seeking to leave:
	Description of Primary Responsibilities	

Please indicate any employers who may not be contacted and reason:

Signature: **X**

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Employment References

Name	Company Name	Email	Phone Number
1) _____	_____	_____	_____
2) _____	_____	_____	_____
3) _____	_____	_____	_____

Are you willing/able to work Saturdays when the job requires?.....	Yes	No
Are you willing to work overtime if needed?.....	Yes	No
Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied.....	Yes	No

Driver License Number _____		
State Issued _____		
Expiration Date _____	Is your license valid and current?	Yes No
	Is your license a CDL?	Yes No
	If so, what class CDL do you hold? _____	
Please complete as it appears on your Driver's License:		
Name: _____		
First Middle Last		
Address: _____		
Street City State Zip		
I authorize M&C Excavating Co, Inc. to access my driving record:	X _____	Date _____
	Signature	

Please list any job skills and equipment experience you have:

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Please state briefly why you want to work for Fairland Landscape Supply:

Criminal History

Have you ever been convicted of a felony Yes No

If so, please list any dates and convictions:

Date	Conviction

Fairland Landscape Supply is an equal opportunity employer and selects the best matched individual for the job based upon job related qualifications, regardless of race, color, creed, gender, national origin, age, disability, sexual orientation, or other protected groups under state, federal, or local Equal Opportunity laws.

I understand and agree with that:

1. Business needs may at any time make the following conditions mandatory, overtime, travel.
2. Employment with Fairland Landscape Supply is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause.
3. My signature authorizes Fairland Landscape Supply to make such an investigation and inquiries into my personal and employment history, including other related matters as may be necessary in arriving at an employment decision. I hereby release employers, schools, or persons from all liability in responding to inquiries in connection with my employment.
4. In the event of employment, I understand that false or misleading information given in my application(s) or interview(s) may result in my termination. I understand also that I am required to abide by all the rules and regulations of Fairland Landscape Supply, as permitted by law.
5. Fairland Landscape Supply maintains the policy that applicants for employment may be required to submit to a urinalysis screening test after the decision is made to hire and a conditional offer of employment has been made. If you refuse to take the test or the test confirms a positive result, your conditional offer of employment will be rescinded, or you will be terminated.

I have read and understand the above; I also certify that the answers given herein are true and complete to the best of my knowledge.

Applicant's Signature: **X**

Date

Please submit all completed applications via email to HR@FAIRLANDLANDSCAPESUPPLY.COM

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