



6530 Green Valley Road, Ramsey, MN 55303  
 p. 763.753.1621 / toll free: 800.268.8259 / f. 763.753.5943

## EMPLOYMENT APPLICATION

APPLICANT INFORMATION					
Last Name		First		M.I.	Date
Street Address				Apartment/Unit #	
City		State		ZIP	
Phone		E-mail Address			
Date Available					Desired Wage
Position Applied for					
EDUCATION					
High School			Address		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
College			Address		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other			Address		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

PREVIOUS EMPLOYMENT				
Company			Phone ( )	
Address			Supervisor	
Job Title				
Responsibilities				
From	To	Reason for Leaving		
May we contact your previous supervisor for a reference?			YES <input type="checkbox"/>	NO <input type="checkbox"/>
Company			Phone ( )	
Address			Supervisor	
Job Title				
Responsibilities				
From	To	Reason for Leaving		
May we contact your previous supervisor for a reference?			YES <input type="checkbox"/>	NO <input type="checkbox"/>

**DRIVER INFORMATION (ONLY COMPLETE IF APPLYING FOR A DRIVER POSITION)**

1. What types of vehicles and equipment have you operated? \_\_\_\_\_
2. Do you have a valid driver's license? \_\_\_\_\_
3. Licenses Held:  

Type	License Number	State
_____	_____	_____
_____	_____	_____

If applying for a driver position, Green Valley will run a Motor Vehicle Record using your active driver's license at time of interview. This report will list any accidents or violations of motor vehicle law during the last 3 years. Any major violation (DUI, Reckless Driving, Leaving the scene of an accident, etc.) or combination of multiple violations will preclude the candidate from driving for Green Valley until 3 years after the incident.

**MISCELLANEOUS INFORMATION**

1. This position involves lifting large potted plants ranging from 25 pounds to 50 pounds. Can you perform these tasks with or without reasonable accommodation?  
\_\_\_\_\_
2. How many hours per week are you able to work?    \_\_\_ 10-20    \_\_\_ 21-30    \_\_\_ 31-40    \_\_\_ 41-50    \_\_\_ 51-60
3. What days are you NOT available to work?  
\_\_\_\_\_
4. What shifts are you willing to accept \_\_\_ Day \_\_\_ Evening \_\_\_ Rotating \_\_\_ Weekends Specify shift hours:  
\_\_\_\_\_
5. Which job status are you willing to accept \_\_\_ Full-time \_\_\_ Part-time (specify)  
\_\_\_\_\_
6. Job skills: Use the following space to provide any additional information that you think would be helpful in our evaluation of your job application. This can include specialized training, seminars, workshops, accreditations, special achievements or valuable skills:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DISCLAIMER AND SIGNATURE**

I certify that my answers are true and complete to the best of my knowledge.  
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature \_\_\_\_\_ Date \_\_\_\_\_