

Scottsdale Farms Home and Garden Center Application for Employment.
Please write as neatly as possible. Thank you.

Date of Application: _____

Personal Information:

Applicant Name: _____

Cell Phone Number: _____ Alternate Number: _____

Email Address: _____

Home Address: _____

City/ State/ Zip: _____

Date you can start: _____

Scheduling:

What days and hours are you available to work? Please think carefully about this answer as we will ask you to commit to it. Please put a check if you are available to work on that day:

Monday ___ Tuesday ___ Wednesday ___ Thursday ___ Friday ___ Saturday ___ Sunday ___

What hours of the day can you work? (Example: 9am-3pm, 1pm-6pm) _____

Can you work in the morning? ___ yes ___ no Can you work in the afternoon and evening? ___ yes ___ no

Are you interested in Full time _____ Part Time _____ or Temporary work _____ ?

Any other information you need us to know about your schedule needs? _____

Are there any dates you need to request off from work in Spring or Fall? If so, which dates?

Have you ever applied to/ worked for Scottsdale Farms before? ___ yes ___ no

If yes, please explain and include a time frame: _____

Important Information:

Are you under the age of 18? ___ yes ___ no If yes, please state your date of birth: _____

If hired, would you be able to present evidence of your U.S. citizenship or proof of your legal right to work in the United States? ___ yes ___ no

Are you willing to submit to and pass a controlled substance test? ___ yes ___ no

Scottsdale Farms is a Drug-Free Workplace. If you use illegal drugs, do not bother to apply.

Scottsdale Farms is a drug-free work environment, I understand that I will be required to take a drug test prior to employment and random unannounced drug tests will be performed at Scottsdale Farms. Initial: _____

Have you ever been convicted of a criminal offense (felony or misdemeanor)? ___ yes ___ no

If yes, please state the nature of the crime(s), when and where convicted and disposition of the case:

Please describe your computer skills: _____

Do you have plant knowledge, if so describe your knowledge? (Not all jobs here require plant knowledge)

Have you had sales experience, and if so, please describe: _____

Please explain any physical limitations that would limit the type of work you can do? _____

Are there any skills or other information about you that you would like to share with us that would make you especially suited for working with us?

What type of work do you think you would like to do at Scottsdale Farms? _____

Education:

High school Name: _____

Years attended: _____ Graduated? _____ Area of Study: _____

Vocational School Name: _____

Years attended: _____ Graduated? _____

College Name: _____

Degree/ Area of Study: _____

Years attended: _____ Graduated? _____

Employment History:

Are you currently employed? ___ yes ___ no

List employment starting with *your most recent position first*.

1) Name of employer: _____

Type of Business: _____

Name of Supervisor: _____

Telephone Number: _____

Length of Employment- include dates: _____

Position: _____

Major Duties: _____

Reason for Leaving: _____

May we contact this employer for references: ___ yes ___ no

2) Name of employer: _____

Type of Business: _____

Name of Supervisor: _____

Telephone Number: _____

Length of Employment- include dates: _____

Position: _____

Major Duties: _____

Reason for Leaving: _____

May we contact this employer for references: ___ yes ___ no

3) Name of employer: _____

Type of Business: _____

Name of Supervisor: _____

Telephone Number: _____

Length of Employment- include dates: _____

Position: _____

Major Duties: _____

Reason for Leaving: _____

May we contact this employer for references: ___ yes ___ no

References:

Please provide 2 Business and/or Personal References:

1. Name: _____

Phone Number _____

What is your connection to this reference? _____

2. Name: _____

Phone Number : _____

What is your connection to this reference? _____

May we contact your references? ___ yes ___ no

Tell us about yourself and why you think you would be a good fit here: _____

In submitting this application for employment, I understand that an investigation may be made whereby information is obtained regarding my character, previous employment, educational background, motor vehicle records, credit record and or criminal history. I authorize anyone possessing this information to furnish it to Scottsdale Farms and or a 3rd party company upon request and I release anyone so authorized, Scottsdale Farms, and any third party company from all liability and damages whatsoever in furnishing, obtaining or using said information.

I certify that I have not purposely withheld any information that might adversely affect my chances for hiring. I attest to the fact that the answers given by me are true and correct to the best of my knowledge and ability. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in immediate dismissal.

I understand that the terms of this employment will only be discussed with the applicant and no other parties i.e. parents, spouses, etc.

I understand that I am required to read the Employee Manual and abide by all rules and regulations of Scottsdale Farms.

I understand and agree that if employed, the employment will be "at will". That is, either Scottsdale Farms or I may end the employment relationship at any time, for any reason, or for no reason. I understand that receipt of this application by Scottsdale Farms does not imply employment and that this application and or any other Scottsdale Farms documents are not contracts of employment.

Applicant's Signature: _____ Date: _____

Thank you for taking the time to fill out this application.
We will reach out to you as soon as we are able.

Office Use Only:

Reviewer Initials: _____ Date of Review: _____

Actions Taken: _____

Updated: January 2023