

New Asbury Gardens

248 River Street
Oneonta, NY 13820
607-432-8703/ fax432-8767

Garden Center Employment Application

Name: _____ Date: _____

Address _____

City/State/Zip _____

Phone (s) _____

Are you a legal citizen of the United States? Yes No

If No, explain _____

Employment Information

Position desired: _____ Date available: _____

Circle days available: Sunday Monday Tuesday Wednesday Thursday Friday Saturday

Are you available to work overtime? Yes No

How did you hear about New Asbury Gardens?

Education

High School: _____

Did you graduate/GED? Yes No Year of Graduation: _____

College: _____ Diploma: _____

Degree: _____ Year of graduation: _____

Other: _____

Employment History : Begin with most recent employer

1.) Employer: _____ Supervisor: _____

Address: _____ Phone: _____

May we call them? Yes No Job Title: _____

Job Responsibilities: _____

Length of employment: From _____ To: _____

Reason for leaving: _____

2.) Employer: _____ Supervisor: _____

Address: _____ Phone: _____

May we call them? Yes No Job Title: _____

Job Responsibilities: _____

Length of employment: From _____ To: _____

Reason for leaving: _____

3.) Employer: _____ Supervisor: _____

Address: _____ Phone: _____

May we call them? Yes No Job Title: _____

Job Responsibilities: _____

Length of employment: From _____ To: _____

Reason for leaving: _____

References

Name	Relationship	Address	Phone
1.) _____	_____	_____	_____
2.) _____	_____	_____	_____
3.) _____	_____	_____	_____

General Health History- this job involves physical labor and requires good health.

Do you enjoy smoking? _____

Are there any conditions you have that may prevent you from doing daily chores and duties around the garden center ? If yes, explain. _____

Are you presently on any medications or drugs that might be of a safety concern while working around equipment ? If yes, what? _____

Are you able to lift 50 + pounds without straining yourself ? Yes No

Job Related Questionnaire: answer all of the following questions as truthfully and as accurate as possible.

Do you have a current valid driver's license? Yes No class: _____

Do you have any driving conditions/ restrictions? _____

Have you ever been convicted of a crime? Yes No If yes, explain: _____

Please check any previous experience with the following:

Tractor/loader _____ retail sales experience _____ Microsoft Word _____
skid steer _____ small engine repair _____ Excel _____

carpentry skills _____ plant knowledge _____ aquatics/Fish _____

graphic skills _____ greenhouse knowledge _____

Intuit Point of Sale (POS) _____ Cash register _____ Aquatics care/ knowledge: _____

Pesticides/ Fungicides _____ Fertilizers _____ Plant care knowledge _____

Any other skills or experiences that you feel would make you a more valued employee: _____

What do you think are the two most important responsibilities for an employee at this retail garden center and greenhouse?

When is the best time of day to water plants? _____

How can you tell if a plant needs to be watered? _____

What is the difference between an annual and a perennial? _____

Have you ever worked for a retail business? Yes No If yes, what kind? _____

Are you able to work independently? _____

Do you enjoy working on your own? _____

What is the extent of your computer knowledge and experience? _____

Do you have a car? (or how will you get to work each day? reliable?) _____

Do you have children? daycare? _____

Are you willing to learn to operate the tractor and skid steer? _____

What do you think are your best qualities ?

What do you think would be the best part of working at New Asbury Gardens? _____

If you are hired, this being a seasonal- part time job, would you look for work elsewhere to fill in more hours? Or do you currently have another job? If yes, where and what are your hours?

If you are still in school...

When is your last day of school? _____

Can you work after school until the semester is over? Yes No

When does school begin again in the fall? _____

When would you have to leave for school? _____

Five words that best describe yourself. _____

To be read and signed by applicant

It is understood and agreed that if I am hired, it may be for a probationary period during which time I may be discarded without recourse. My signature certifies that I have completed this application and that all information is true and complete to the best of my knowledge.

Signature

Date