

**Cayuga Landscape Co., Inc.**  
2712 Triphammer Rd. Ithaca, N.Y. 607-257-3000  
**Garden Center Application for Employment**

**Personal Information:** (Please print clearly)

Name \_\_\_\_\_ Preferred Pronoun \_\_\_\_\_

Present Address \_\_\_\_\_

Phone # \_\_\_\_\_ Citizen of U.S. \_\_\_\_\_ Age if under 18 \_\_\_\_\_

How long have you resided in Tompkins County? \_\_\_\_\_

Working in our garden center will usually require a moderate amount of lifting. Would you be comfortable lifting up to 50 pounds on occasion and lifting 20 pounds for more extended periods? \_\_\_\_\_

Would you be willing to observe our non-smoking policy? \_\_\_\_\_ Do you have transportation? \_\_\_\_\_

What drew your attention to employment opportunities here? \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Phone # \_\_\_\_\_

**Position Desired:**

Date you can start work \_\_\_\_\_ How long could you work here for \_\_\_\_\_

Type of work desired: Full-time Summer or Seasonal Part-time

Are you employed now? \_\_\_\_\_ Where? \_\_\_\_\_ What wage do you expect? \_\_\_\_\_

Being a retail store, people who can work both days of the weekend during our busy season and at least one day of the weekend at other times are of greatest value to us.

What days and times are you willing to work? (be thorough)

\_\_\_\_\_

List schedule limitations including future obligations \_\_\_\_\_

How do you feel about working overtime hours during our busy season? \_\_\_\_\_

Do you understand that your employment is at the will of Cayuga Landscape Co., Inc.? \_\_\_\_\_

Drug and alcohol use are not allowed on the job. Are you willing to take a drug test for illegal drugs?

YES or NO

*Cayuga Landscape does not discriminate for safe, private use of legal drugs or Alcohol.*

**Official Record:**

Have you ever been convicted of a crime \_\_\_\_\_ If yes, when? \_\_\_\_\_ For what \_\_\_\_\_

Do you have a valid driver's license? \_\_\_\_\_ What class? \_\_\_\_\_ License # \_\_\_\_\_

Do you have infractions and if so, what are they? \_\_\_\_\_

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**Skills:**

List previous experience that would be relevant to working in a garden center and explain

Loader experience \_\_\_\_\_

Plant experience \_\_\_\_\_

Customer service \_\_\_\_\_

Register and computer operation \_\_\_\_\_

Other \_\_\_\_\_

How would you characterize yourself when it comes to getting along with other people? \_\_\_\_\_

On a scale of 1-10 how well do you know the following plant and product categories?

Woody shrubs \_\_\_\_\_ Trees \_\_\_\_\_ Perennials \_\_\_\_\_ Annuals \_\_\_\_\_ Houseplants \_\_\_\_\_

Herbicides/Pesticides \_\_\_\_\_ Fertilizers \_\_\_\_\_ Water Gardening \_\_\_\_\_

**Education:**

High school and location \_\_\_\_\_ Date Graduated \_\_\_\_\_

College name \_\_\_\_\_ Degree \_\_\_\_\_ GPA \_\_\_\_\_ Date Graduated \_\_\_\_\_

**Employment History:**

Company Name/Address/Phone	Position	Dates	Reason for leaving
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**References: List people such as teachers, and managers. No friends or relatives.**

Name	Address/Phone #	Occupation	Relationship to you
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Terms of Employment: I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts called for is cause for dismissal. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of wages, be terminated at any time without any previous notice. Furthermore, I understand and agree that it is my responsibility to read and abide by the conditions in the current Cayuga Landscape Staff Handbook.

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