



Application for Employment

2260 Old Richardson Hwy, North Pole, AK 99705

Phone: 907-488-6119 • Fax: 907-488-9595 • office@hawksgreenhouse.com

Qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or the presence of a non-job related medical condition or handicap.

(Please Print Clearly or Type)

Name: _____ Date of Application: _____
Last First Middle

Phone #: _____ Best time to call: _____

Current Address: _____

Are you legally employable in the United States? (circle one) Yes No

State Age if under 18 or over 70 _____

Circle position applying for: Growing/Planting Cashier General Labor

Do you want Full-Time _____ Part Time _____ Rate of pay expected \$ _____

Specify days & hours available. We schedule work from 8:00am-7:30pm Mon.-Sat. & 9:00am-6:00pm Sun.

Mon. Tues. Wed. Thurs. Fri. Sat. Sun.

Start:

End:

Are you free to work weekends if necessary? _____ Overtime if asked? _____

What date are you available to start work? _____

Have you filed an application here before? _____ Date: _____ Are you employed now? _____

May we contact your current employer? _____ Are you on lay-off and subject to recall? _____

Do any of your friends or relatives, other than your spouse, work here? _____

If yes, list names: _____

Have you been convicted of a felony within the last 7 years? _____

If yes, please explain: _____

List any special experiences, skills, or qualifications which you feel would especially fit you for work with our organization: _____

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Do you have any physical, mental, or medical impairment or disability that would limit your job performance for the position for which you are applying? _____

Do you have any allergies? _____ If yes, please explain: _____

Can you lift to your waist, and carry for 100 feet, a 40lb bag? (circle one) Yes No

Do you smoke? (circle one) Yes No

Do you have a valid Alaska Driver's License? (circle one) Yes No

Why did you choose to apply for employment at Hawks Greenhouse? _____

What are your long term career goals? _____

How will your potential employment at Hawks Greenhouse help you to reach these goals? _____

AGREEMENT

I certify that the answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of Hawks Greenhouse. I understand that, if hired, for the safety of myself, my coworkers and customers Hawks Greenhouse is a drug free workplace. By signing below, I agree to random drug testing and understand that working under the influence will result in immediate dismissal.

I understand and agree that, if hired, my employment is for no definite period and may be terminated at any time without prior notice, regardless of the date of payment of my wages and salary.

Signature of Applicant

Date

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RECORD OF EDUCATION

School	Name & Address of School	Course of Study	Circle Last Year Completed	Did you graduate?	List Diploma or Degree
High			1 2 3 4		
			1 2 3 4		
College			1 2 3 4		
			1 2 3 4		
Other (specify)			1 2 3 4		
			1 2 3 4		

EMPLOYMENT EXPERIENCE

List each job held. Start with your present or last job. Include military service assignments and volunteer activities. (Exclude groups which indicate race, color, religion, sex, or national origin.)

Employer		Dates		Work Performed
		From	Starting	
Address		Hourly rate/salary		
Phone#	Job Title			
Supervisor		Starting	Final	
Reason for Leaving				

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Supervisor		Reason for Leaving		

If you need additional space, please continue on a separate sheet of paper.

<i>We may contact the employers listed above unless you indicate those you do NOT want us to contact.</i>	
Employer NOT to contact	Reason

MILITARY SERVICE RECORD

What branch of the military did you serve in?	Dates of service		Rank at Discharge
	From	To	
List duties performed while in service, include any special training.			

REFERENCES

Name	Phone #	Relationship to Applicant