



# NORRIS

LANDSCAPING SERVICES

Office: (919)934-3938 | Fax: (919)934-6304

## Application for Employment

**Please Complete Pages 1-5**

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First Middle

Present Address: \_\_\_\_\_  
Number Street City State Zip

How Long at Present Address? \_\_\_\_\_ Social Security Number \_\_\_\_\_

Date of Birth: \_\_\_\_\_ City, State, Country of Birth: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Are you legally eligible for employment in the USA?  yes  no  
(\*If hired, verification will be required by law)

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Employment Desired:  Full-Time  Part-time  Either

Position Applied For: \_\_\_\_\_ Salary Desired: \_\_\_\_\_

Days/Hours available to work: Mon \_\_\_ Tues \_\_\_ Wed \_\_\_ Thurs \_\_\_ Fri \_\_\_ Sat \_\_\_ Sun \_\_\_ Anytime \_\_\_

Are you available to travel (possibly overnight) for out of town jobs?  Yes  No

When are you available to start work? \_\_\_\_\_

### EDUCATION:

Name & Location

Graduate? – Degree?

Major / Subjects of Study

High School			
College or University			
Specialized Training, Trade School, etc....			
Other Education			

HAVE YOU EVER BEEN CONVICTED OF A CRIME?  YES  NO

If yes, explain number of convictions(s), nature of offense(s) leading to conviction, how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. \_\_\_\_\_

DO YOU HAVE A DRIVER'S LICENSE?  Yes  No

CDL Physical Card?  Yes  No

What is your means of transportation to work? \_\_\_\_\_

Driver's License Information:

Number: \_\_\_\_\_ State of Issue: \_\_\_\_\_  Operator  Commercial

Expiration Date: \_\_\_\_\_

Have you had any accidents during the past three (3) years?  Yes  No If yes, how many? \_\_\_\_\_

Have you had any moving violations during the past three (3) years?  Yes  No If yes, how many? \_\_\_\_\_

Please use the space below to summarize your background and full qualifications for the specific position for which you are applying:

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## Work Experience

Current/Most Recent Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Immediate Supervisor: \_\_\_\_\_

Employment Dates: \_\_\_\_\_ to \_\_\_\_\_ Starting Pay: \_\_\_\_\_ Current/Ending Pay: \_\_\_\_\_

Reason for Leaving (be specific) : \_\_\_\_\_

\_\_\_\_\_

List the responsibilities you had, duties performed, skills used or learned, advancements or promotions while you worked at this company:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If this is your current employer, may we contact them: \_\_\_\_\_ yes \_\_\_\_\_ no

Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Immediate Supervisor: \_\_\_\_\_

Employment Dates: \_\_\_\_\_ to \_\_\_\_\_ Starting Pay: \_\_\_\_\_ Ending Pay: \_\_\_\_\_

Reason for Leaving (be specific) : \_\_\_\_\_

\_\_\_\_\_

List the responsibilities you had, duties performed, skills used or learned, advancements or promotions while you worked at this company:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Work Experience (continued)**

Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Immediate Supervisor: \_\_\_\_\_

Employment Dates: \_\_\_\_\_ to \_\_\_\_\_ Starting Pay: \_\_\_\_\_ Ending Pay: \_\_\_\_\_

Reason for Leaving (be specific) : \_\_\_\_\_

List the responsibilities you had, duties performed, skills used or learned, advancements or promotions while you worked at this company:

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Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Immediate Supervisor: \_\_\_\_\_

Employment Dates: \_\_\_\_\_ to \_\_\_\_\_ Starting Pay: \_\_\_\_\_ Ending Pay: \_\_\_\_\_

Reason for Leaving (be specific) :

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List the responsibilities you had, duties performed, skills used or learned, advancements or promotions while you worked at this company:

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Did you complete this application yourself? \_\_\_\_ Yes \_\_\_\_ No If no, who did? \_\_\_\_\_

**PLEASE READ CAREFULLY**

**Application Form Waiver**

In the exchange for the consideration of my job application by Norris Landscaping Services (hereinafter called The Company), I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for, or any other position, and regardless of the contents in the employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other company practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of The Company, or otherwise to change in any respect the employment-at-will relationship between it and The Company, and that relationship cannot be altered except by a written instrument signed by the operator/general manager of The Company. Both the undersigned and The Company may end the employment relationship at any time, without specified notice or reason. If employed, I understand that The Company may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give The Company permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release The Company from any liability as a result of such contact.

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

*This company is an equal opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, national origin, citizenship, age or disability. We assure you that your opportunity for employment with this company depends solely on your qualifications.*

**Thank you for completing this form and for your interest in our business.**