



# Hong's Landscape and Nursery, Inc.

8904 E. 31<sup>st</sup> S. Wichita, Ks 67210 (316) 687-3492  
[hongs@honglandscape.com](mailto:hongs@honglandscape.com) - [Http://www.honglandscape.com](http://www.honglandscape.com)

## EMPLOYMENT APPLICATION

(An equal opportunity employer)

### APPLICANT INFORMATION

Last Name		First		M.I.	Date
Street Address				Apartment/Unit #	
City		State		ZIP	
Phone	Cell	E-mail Address			
Date of birth		Social Security No.		Driver's Lic. No	
Position Desired		Date Available		Desired Salary	
Are you employed now? YES <input type="checkbox"/> NO <input type="checkbox"/>			May we inquire of your present employer? YES <input type="checkbox"/> NO <input type="checkbox"/>		
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Have you ever worked for this company?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?	
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain	
What foreign languages do you speak fluently?			READ: YES <input type="checkbox"/> NO <input type="checkbox"/>	WRITE: YES <input type="checkbox"/> NO <input type="checkbox"/>	

### EDUCATION

High School		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
College		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

### REFERENCES: *please list three professional references.*

Full Name	Relationship
Company	Phone (     )
Address	
Full Name	Relationship
Company	Phone (     )
Address	
Full Name	Relationship
Company	Phone (     )
Address	

\*The Age Discrimination in Employment Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 but less than 70 years of age.

\* Unlawful employment discrimination is prohibited by Kansas law. An employer may not discriminate against persons in advertising, hiring, firing, demotion, etc., nor in any other way subject anyone to different treatment in the terms and conditions of employment due to their race, color, religion, national origin, ancestry, sex, age, or disability.

\*Hong's assumes no responsibility for the inclusion in said form any questions which, when asked by the Employer of the Job Applicant, may violate State and/or Federal Law.

**PREVIOUS EMPLOYMENT:** *List the last three employers with the most recent one first*

<b>Company</b>		Phone (    )
Address		Salary
Position/Responsibilities		
From	To	Reason for Leaving
<b>Company</b>		Phone (    )
Address		Salary
Position/Responsibilities		
From	To	Reason for Leaving
<b>Company</b>		Phone (    )
Address		Salary
Position/Responsibilities		
From	To	Reason for Leaving

**MILITARY SERVICE**

Branch	From	To
Rank at Discharge	Type of Discharge	
If other than honorable, explain		

**PHYSICAL RECORD**

Do you have any physical limitation that preclude you from performing any work for which you are being considered    YES     NO

Please Describe:

In case of an emergency notify	Name	Phone
--------------------------------	------	-------

**DISCLAIMER AND SIGNATURE**

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

If this application leads to employment, I understand that false or misleading information in my application or interview shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references listed above to give any and all information concerning my previous employment as well as any pertinent information, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing the same to you.

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

Signature	Date
-----------	------

-----**DO NOT WRITE BELOW THIS LINE**-----

Interviewed by:	Date:	
Hired YES <input type="checkbox"/> NO <input type="checkbox"/>	Position:	DEPT:
	Salary/Wage:	Date Reporting to work:

