



Hong's Landscape and Nursery, Inc.

8904 E. 31st S. Wichita, Ks 67210 (316) 687-3492

hongs@hongslandscape.com - <http://www.hongslandscape.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		
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 legally authorized to work in the United States?			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	
	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	

* Unlawful employment discrimination is prohibited by Federal and Kansas law. An employer may not discriminate against persons in the terms and conditions of employment due to their race, color, religion, national origin, ancestry, sex, age, disability, or other protected reasons.

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

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

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

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

MILITARY SERVICE

Branch	From	To
Rank at Discharge		

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
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-----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: