



An Equal Opportunity Employer
EMPLOYMENT APPLICATION

POLICY STATEMENT: Discrimination against all individuals, including disabled veterans and veterans of the Vietnam Era regardless of race, sex, color, religion, national origin, or physical or mental disability is prohibited. The Age of 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. If you believe you have been discriminated against, you may notify the Equal Employment Opportunity Communications Commission, The Employment Standards Administration or other appropriate federal or state agencies.

(PLEASE PRINT)

Date of Application _____ Position(s) Applied For:/Desired _____ 2nd Choice _____
 Referral Source: ___ Advertisement ___ Friend ___ Relative ___ Walk-In ___ Employment Agent
 Other _____

| | |
|------------------------|---|
| NAME | DATE AVAILABLE TO START |
| ADDRESS | HOME PHONE |
| CITY STATE ZIP | BUSINESS PHONE EXT. |
| SOCIAL SECURITY NUMBER | MAY WE CALL YOU THERE? <input checked="" type="checkbox"/> YES <input checked="" type="checkbox"/> NO |

If employed and you are under 18, can you furnish a work permit? ___ YES ___ NO

Have you filed an application with us before? ___ YES ___ NO If Yes, give date _____

Have you ever been employed with us before? ___ YES ___ NO

Do you know anyone who works for GreenGate Turf? ___ YES ___ NO If Yes, who _____

Are you currently employed? ___ YES ___ NO

May we contact your present employer? ___ YES ___ NO

Are you prevented from becoming employed in this country because of Visa or Immigration Status? ___ YES ___ NO
 (Proof of citizenship or immigration status is required upon employment)

Are you available to work ___ Full Time ___ Part Time ___ Shift Work ___ Temporary

Are you on a lay-off and subject to recall? ___ YES ___ NO Salary Desired: _____

Can you travel if a job requires it? ___ YES ___ NO

Have you been convicted of or plead guilty to a felony? ___ YES ___ NO

Have you ever been convicted of a crime which resulted in you being classified, in any state, as a sex offender? ___ YES ___ NO



If Yes, please explain _____

Have you ever been discharged from previous employment for cause? ____ YES ____ NO

If Yes, please explain _____

Are you able to perform the job functions of the position as outlined in the job description? ____ YES ____ NO

If No, please explain _____

Do you have a valid driver's license? ____ YES ____ NO Number _____ State _____

Military Experience (Do not include ROTC)

Branch of Service _____ From _____ To _____ Grade or Rank at Discharge _____

Occupational Specialization _____ Special/Technical Training _____

EDUCATION

| TYPE | NAME & LOCATION | DEGREES, DIPLOMAS OR OTHERS | MAJOR COURSE OF STUDY | SEM/QTR HOURS OR UNITS | | |
|------------------|-----------------|-----------------------------|-----------------------|------------------------|-----------|---------|
| | | | | FULL TIME | PART TIME | CORRES. |
| HIGH SCHOOL | | | | | | |
| TECHNICAL SCHOOL | | | | | | |
| COLLEGE | | | | | | |
| COLLEGE | | | | | | |
| OTHER | | | | | | |

VOCATIONAL TRAINING: D.E. VOE OTHER
SPECIAL ACCOMPLISHMENTS OR AWARDS WHILE AT SCHOOL:

PRIOR EMPLOYMENT HISTORY

List all employment beginning with your present or last position. Show all periods of unemployment. Information in this column must be fully completed, even if employment history is supplemented by a resume.

| | | |
|-----------------|---------------------|-------------------|
| Employer | Phone Number | Your Title |
| Address | Duties | |



| | | |
|--|---------------------|-------------------|
| | | |
| From: Mo. Year To: Mo. Year | | |
| Immediate Supervisor | | |
| Base Earnings: Start \$ Last \$ per | | |
| Reason for leaving: | | |
| | | |
| Employer | Phone Number | Your Title |
| Address | | Duties |
| | | |
| From: Mo. Year To: Mo. Year | | |
| Immediate Supervisor | | |
| Base Earnings: Start \$ Last \$ per | | |
| Reason for leaving: | | |
| | | |
| Employer | Phone Number | Your Title |
| Address | | Duties |
| | | |
| From: Mo. Year To: Mo. Year | | |
| Immediate Supervisor | | |
| Base Earnings: Start \$ Last \$ per | | |
| Reason for leaving: | | |

DISCLOSURE

An investigative consumer report may be made of the undersigned at anytime and references contacted as to character, general reputation, personal characteristics, mode of living and eligibility for credit or employment. The undersigned has the right to request in writing additional disclosures at the time the report is received: If from an agency, the agency's name and address will be provided or if from a source other than an agency, a complete and accurate disclosure of the nature and scope of the investigation will be provided within five days. I hereby waive my rights under the Privacy Act and similar State and Federal laws and authorize any law enforcement agency or department to provide OneStop managers with a complete copy of my criminal record.



I acknowledge that I received a copy of this disclosure in writing.

By my signature below, I verify the truth and accuracy of the statements made in this application. I further understand that OneStop Business I, LLP will rely upon the accuracy of these statements in making its hiring decision.

Signature _____
(Applicant)

**FOR OFFICE USE ONLY
TO BE COMPLETED BY INTERVIEWER**

Loc./Name _____ No. _____ Date _____
Interviewer _____ Hired _____ Not Hired _____

COMPLETED AFTER HIRING ONLY

POSITION: ___ Office* ___ Lead Tech.* ___ Tech* ___ Manager*

STARTING DATE: _____ STARTING SALARY: _____ FT ___ PT ___ SALARY

BIRTHDATE: _____ MARITAL STATUS: _____ SEX: ___ M ___ F

ETHNIC: ___ BLACK ___ CAUCASIAN ___ HISPANIC ___ INDIAN ___ ORIENTAL

DEPENDENTS AT HOME _____

SALARY APPROVAL: _____ MANAGER: _____

W.O.C. CALLED ON _____

| | By Whom? | Date | | | By Whom? | Date | |
|-----------------|----------|------|---------------------------------------|------------------|----------|------|---------------------------------------|
| Reference Check | | | <input type="checkbox"/> Acceptable | Employment Check | | | <input type="checkbox"/> Acceptable |
| | | | <input type="checkbox"/> Questionable | | | | <input type="checkbox"/> Questionable |

*1. Background Investigation required PRIOR to offer of employment for office positions, Region Managers, District Managers, Janitorial Supervisors, or Management Trainees.

*2. Submit a "Background Investigation Request" and "Release of Liability", signed by applicant, to the Office Management.