

Employment Application

Full Name (First Middle Last):	Are you at least 18 years or older <input type="checkbox"/> Yes <input type="checkbox"/> No (If no, you may be required to provide authorization to work.)
Street Address:	How long have you been at this address? _____ Authorized to work in the U.S? <input type="checkbox"/> Yes <input type="checkbox"/> No
City, State, Zip Code:	Primary/Secondary Language(s):
Home Phone:	Position Applied For:
Cell Phone:	Desired Salary:
Email Address:	Date Available to Start:
Have you ever worked at this Company before <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, dates employed:	Days and Times Available for Work:
Do you have any relatives or friends who work for the Company? <input type="checkbox"/> Yes <input type="checkbox"/> No – If yes, who?	How did you hear about us? _____ <input type="checkbox"/> Walk In <input type="checkbox"/> Advertisement <input type="checkbox"/> Referral <input type="checkbox"/> Other

EDUCATION

School Name and Location (City, State)	Years Completed	Did You Graduate?	Area of Study and Degree(s) Acquired
High School:		<input type="checkbox"/> Yes <input type="checkbox"/> No	
College:		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other:		<input type="checkbox"/> Yes <input type="checkbox"/> No	

SPECIAL SKILLS / PROFESSIONAL LICENSES AND CERTIFICATIONS

Type:	Date Issued:
Type:	Date Issued:
Type:	Date Issued:

EMPLOYMENT RECORD (Attach sheet if more space is needed.)

Current/Last Employer – Company Name:	Position Held:
Company Location (City, State):	Dates Employed:
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Salary:
Contact/Supervisor Name and Phone #	Reason for Leaving:
Primary job duties:	

Previous Employer – Company Name:	Position Held:
Company Location (City, State):	Dates Employed:
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Salary:
Contact/Supervisor Name and Phone #	Reason for Leaving:
Primary job duties:	

Dan Schantz Farm & Greenhouses, LLC
 8025 Spinnerstown Road, Zionsville, PA 18092
 Phone 610-965-5373 • Fax 610-977-3205 • hr@danschantz.com

Previous Employer – Company Name:	Position Held:
Company Location (City, State):	Dates Employed:
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	Salary:
Contact/Supervisor Name and Phone #	Reason for Leaving:
Primary job duties:	

REFERENCES (Please list at least three (3) professional references; attach sheet if more space is needed.)

Reference Name:	Relationship/Business:	Years Acquainted:
Address:	Phone:	

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CERTIFICATION AND ACKNOWLEDGMENT

Please read each statement closely and contact Human Resources if clarification is needed.

Equal Employment Opportunity Statement: This Company is committed to the principles of equal employment opportunity and is committed to make employment decisions based on merit. We are committed to complying with all Federal, State and local laws providing for equal employment opportunities, as well as all laws related to terms and conditions of employment. The Company desires to maintain a work environment that is free of sexual harassment and discrimination due to race, religion, color, national origin, physical or mental disability, age or any other status protected by Federal, State or local laws. The Company will make reasonable efforts to accommodate those physical or mental limitations of an otherwise qualified employee unless undue hardship would result for the company.	
Discrimination and Harassment Policy Statement and Acknowledgment: This Company strictly prohibits and does not tolerate unlawful harassment against employees or applicants because of race, color, religion, national origin, sex, age, physical or mental disability or any other characteristic protected under applicable federal, state or local law. Any employee who engages in unlawful discrimination or sexual harassment will be subject to appropriate discipline, up to and including termination.	At-Will Employment: I understand and agree that if I become employed by the Company, my employment will be “at-will”, which means that the Company may terminate the employment relationship at any time, with or without cause and with or without notice. Likewise, the Company will respect my right to terminate my employment at any time, with or without cause and with or without notice. This policy does not create a contract between the Company and any person employed by the Company.
Disclosure to Applicants Concerning Drug Testing: If you are offered a position with the Company, you may be given a drug test as a condition of employment. Your refusal to timely submit to a drug test or your failure to pass such a test means you will not be employed by this company. Negative test results are required as a condition of employment.	Background Investigation: I acknowledge that if I am offered employment with the Company, a job offer may also be contingent upon a background investigation which may include interviews with past employers, workers and friends. Said investigation may also include credit, driving, criminal background, references and other background checks.
Post-Hire, Pre-employment Testing: If offered a position with the Company, I understand that I may be asked to undergo legally permitted physical, psychological, skill, or medical tests as a condition of employment.	Company Obligation: I understand and agree that the Company’s acceptance of this job application does not mean that a position for which I am qualified is open (unless specifically posted) or that the company has agreed to hire me. I understand that the Company is under no obligation to hire me as the result of accepting this completed application.

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I have personally completed this application. I understand that any omission of information or falsification of this application, or any other document used to secure employment, shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

APPLICANT SIGNATURE:	DATE SIGNED:
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