

Atrium Garden Center Employment Application

Name _____ Street Address _____
First Middle Initial Last
 Apt. No./Box No. _____ City _____ State _____ Zip _____
 Cell Phone (____) _____ Home Phone (____) _____ E-mail: _____
 Are you 16 or older? _____ If not, date of birth _____

Availability:

Total hours available per week? _____

Are you legally able to work in the US? _____

How did you hear about the job? _____

How far do you live from Atrium? _____ Do you have your own transportation? _____

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
From							
To:							

Schools:

High School _____ Address _____ City _____ State _____ Zip _____
 Phone (____) _____ Now enrolled? _____ Expected Graduation _____
 Did you graduate? _____ Dates Attended _____ If not, Equivalency? _____ When? _____

College _____ Address _____ City _____ State _____ Zip _____
 Phone (____) _____ Now enrolled? _____ Did you graduate? _____

Three Most Recent Jobs:

1. Company _____ Address _____ City _____ State _____ Zip _____
 Phone (____) _____ Job/Duties _____
 Supervisor _____ Dates worked from _____ to _____ Salary _____
 Reason for leaving? _____ May we contact them? _____

2. Company _____ Address _____ City _____ State _____ Zip _____
 Phone (____) _____ Job/Duties _____
 Supervisor _____ Dates worked from _____ to _____ Salary _____
 Reason for leaving? _____ May we contact them? _____

3. Company _____ Address _____ City _____ State _____ Zip _____
 Phone (____) _____ Job/Duties _____
 Supervisor _____ Dates worked from _____ to _____ Salary _____
 Reason for leaving? _____ May we contact them? _____

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Personal References (unrelated to you):

1. Name _____	Phone (____) _____	May we contact them? _____
2. Name _____	Phone (____) _____	May we contact them? _____
3. Name _____	Phone (____) _____	May we contact them? _____

During the past 7 years, have you ever been convicted of or plead guilty to a crime, excluding misdemeanors and traffic violations? YES NO

If YES, please describe the situation in full _____

Note: a conviction will not necessarily bar you from employment

General:

What additional relevant experience or training have you had other than your work experience, military service or education?

Activities – civil, athletic, fraternal, etc... (Exclude organizations which indicate race, color, or national origin of members.)

I certify that I have read and fully completed both sides of this application and that all the information contained in this application is correct to the best of my knowledge. I understand that any omission or erroneous information is grounds for dismissal. I authorize the references listed on this application to give you any and all information concerning my previous employment and pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you.

Atrium Garden Center, Inc. is an Affirmative Action and Equal Opportunity Employer. Various Federal, State, and local laws prohibit discrimination on account of race, color, religion, sex, age, national origin, disability or veteran status. It is Atrium Garden Center Inc.'s policy to comply fully with these laws, as applicable, and information requested on this application will not be used for any purposes prohibited by law.

Signature _____

Date _____