

Application For Employment

An Equal Opportunity Employer



PLEASE PRINT

Date of Application _____

Position(s) Applied for _____

Referral Source: Ad & Where _____ Internet _____ Walk-in _____ Agency _____ Referral _____ Other _____

Name _____

Last First

Address _____

Number Street City, State, Zip Code

Telephone _____ Cell Phone _____

E-Mail Address _____

Availability – Watters is Open 7 Days A Week

In a retail garden center flexibility is important and working hours that are naturally busy. Please place an 'X' on the hours you like to work on a regular basis. Be Specific.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturda
8:00 am - 6:00 pm							
11:00 am - 3:00 pm							
1:00 pm - 6:00 pm							

Have you ever filed an application at Watters Garden Center? Yes ___ No ___

Have you ever been employed here before? Yes ___ No ___ If Yes, give date _____

Are you employed now? Yes ___ No ___ May we contact your present employer? Yes ___ No ___

Do you smoke? Yes ___ No ___

Have you been convicted of, or pled no contest to, a felony or misdemeanor within the last 7 years? Yes ___ No ___

If yes, please explain (Conviction will not necessarily disqualify an applicant from employment.) _____

Veteran of the U.S. Military service? Yes ___ No ___ If yes, which branch? _____

Indicate languages you speak, read and/or write. _____

Employment Experience

Start with your present or last job. Include military service assignments and volunteer activities.

1	Employer	Telephone ()	Dated Employed		Work Performed
			From	To	
	Address				
	Job Title		Hourly Rate /Salary		
	Supervisor - Title		Starting	Final	
Reason for leaving		-			

2	Employer	Telephone ()	Dated Employed		Work Performed
			From	To	
	Address				
	Job Title		Hourly Rate /Salary		
	Supervisor - Title		Starting	Final	
Reason for leaving		-			

3	Employer	Telephone ()	Dated Employed		Work Performed
			From	To	
	Address				
	Job Title		Hourly Rate /Salary		
	Supervisor - Title		Starting	Final	
Reason for leaving		-			

4	Employer	Telephone ()	Dated Employed		Work Performed
			From	To	
	Address				
	Job Title		Hourly Rate /Salary		
	Supervisor - Title		Starting	Final	
Reason for leaving		-			

If you need additional space, please continue on a separate sheet of paper.

What are your hourly rate or salary requirements? _____

Provide the name, address and telephone number of two references who are not related to you and are not previous employers. _____

Education

	High School	College/University	Graduate/Professional
School Name(s)			
Years completed: circle	9 10 11 12	1 2 3 4	1 2 3 4
Diploma/Degree			
What Course(s) Of Study?			
What specialized training, apprenticeship, skills and extracurricular activities?			

Honors or awards received:

Special Skills & Qualifications

Summarize specialized skills and/or qualifications acquired from employment or other experience that relate to the job you are applying for. Please include any additional information you feel may be helpful to us in considering your application. _____

Why do you believe you are suited for our company? Why would you choose Watters? _____

What are your goals? In what ways would this position support you to achieve your goals? _____

Math Calculations

In a retail company, we must work well with numbers and cash.

To demonstrate your ability in this area, please complete the following:

1. A customer bought 2 items that totaled \$87.58 and gave you a \$100.00 bill. What change would you give the customer? 1. _____
2. If you received 2 dozen 6" Terra cotta pots and sold three of them the first day, how many pots are left? 2. _____
3. Two hundred customers came in to the store today and only one hundred of them made a purchase. What percentage of the customers made a purchase today? 3. _____

(Use the space below for your calculations.)

Willingness Checklist

Part of the activities required to maintain and operate a retail garden center involve duties or tasks often overlooked when describing a specific job. Please indicate your level of willingness to perform these tasks and duties by placing an "X" on the appropriate line.

Would you be willing to:	NO	MAYBE	YES
1. Greet & approach all customers with a smile?	_____	_____	_____
2. Ask questions if you are ever unsure?	_____	_____	_____
3. Restock displays by bending, twisting and reaching throughout the day?	_____	_____	_____
4. Load #50 bags of mulch and soil into vehicles?	_____	_____	_____
5. Clean the bathroom, windows & glass?	_____	_____	_____
6. Sweep and mop the floors, walkways, etc.?	_____	_____	_____
7. Uphold strict safety policies?	_____	_____	_____
8. Uphold a no smoking policy?	_____	_____	_____
9. Stand on your feet long periods of time?	_____	_____	_____
10. Dress in compliance with Watters dress code?	_____	_____	_____
11. Operate a computerized register?	_____	_____	_____
12. Consistently maintain a positive attitude?	_____	_____	_____
13. Water plants in the heat for an extended time?	_____	_____	_____
14. Work weekend and evening hours?	_____	_____	_____
15. Lift #50 plants, boxes and stock safely?	_____	_____	_____
16. Make phone calls to customers for follow up?	_____	_____	_____
17. Leave personal issues & negativity at home?	_____	_____	_____
18. Work well with your teammates?	_____	_____	_____
19. Report to work on time when scheduled?	_____	_____	_____

Date _____ **Signature of Applicant** _____

Applicant's Statement

I certify that answers given herein are true and complete. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not positions are available at that time. I hereby understand and acknowledge that any employment relationship with this organization is of an "at will" nature, which means the Employee may resign at any time and the Company may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of the Company. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand I am required to abide by all rules and regulations of the Company

Date _____ **Signature of Applicant** _____