

**APPLICATION FOR EMPLOYMENT**  
**FORT COLLINS RETAIL NURSERY, INC.**

2121 E. MULBERRY ST · FORT COLLINS, CO 80524 · 970-482-1984

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**Employment Description:** Fort Collins Retail Nursery, Inc. hires people for a wide variety of jobs including sales, plant production, cashiering, merchandise stocking, and more. All hiring is for seasonal positions unless otherwise noted.

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**PLEASE TYPE OR PRINT LEGIBLY**

**DATE OF APPLICATION:** \_\_\_\_\_

**PERSONAL:**

Last Name \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Current Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Alternate Phone ( ) \_\_\_\_\_

Permanent Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**PERSON TO NOTIFY IN CASE OF EMERGENCY:**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone ( ) \_\_\_\_\_

**By submitting this application, you agree, if hired, to submit to random drug and or alcohol testing to comply with Fort Collins Nursery Policy, which states "Consumption of alcoholic beverages and/or consumption, sale, or possession of marijuana or illegal drugs on the job is prohibited. Reporting to work under the influence of alcohol, marijuana, or illegal drugs is also prohibited."**

Are you 18 years of age or older?..... Yes [ ] No [ ]

Valid Driver's License?..... Yes [ ] No [ ]

Any traffic violations in the last 3 years?..... Yes [ ] No [ ]

If "Yes" explain: \_\_\_\_\_

Date available to start \_\_\_\_\_ What is your minimum acceptable wage? \_\_\_\_\_

Days and hours available to work \_\_\_\_\_

[ ] Looking for full-time work (30-40 hours/week)

[ ] Looking for part time work, \_\_\_\_\_ hours/week

**GENERAL:**

What types of work appeal to you the most? (Rank your top 5 choices, 1 for first choice, 2 for second, etc.)

- |                          |                       |                     |
|--------------------------|-----------------------|---------------------|
| ___ Sales                | ___ Anything Outside  | ___ Truck Driving   |
| ___ Production Line Work | ___ Helping Customers | ___ Watering Plants |
| ___ Caring for Plants    | ___ Heavy Labor       | ___ Cashiering      |

**EDUCATIONAL BACKGROUND:**

Name/Location of School	Dates Attended	Did You Graduate	Subjects Studied

Fort Collins Nursery offers hiring bonus for employees who are fully bilingual.

Do you speak any languages fluently other than English?.....Yes [ ] No [ ]

Languages spoken: \_\_\_\_\_

**EMPLOYMENT HISTORY:** (Start with most recent):

Please list your work history over the last three years, and note if there are any employers we should **not** contact for a reference.

Employer	Telephone ( )	Supervisor
Address		
Position(s) held/Job duties		
Dates Employed: From:		To:
Reason for Leaving		

Employer	Telephone ( )	Supervisor
Address		
Position(s) held/Job duties		
Dates Employed: From:		To:
Reason for Leaving		

Employer	Telephone ( )	Supervisor
Address		
Position(s) held/Job duties		
Dates Employed: From:		To:
Reason for Leaving		

**OTHER RELEVANT EXPERIENCE:**

Describe any experience you have that may be relevant to nursery work, including operating equipment, including office equipment.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I certify that the information I have provided in this application is true and complete. Any misrepresentations or falsifications are grounds for the cancellation of this application or, if I have been hired, termination of my employment.

I authorize Fort Collins Retail Nursery, Inc. to investigate all statements contained in this application. I authorize all parties listed in this application to give Fort Collins Retail Nursery, Inc. information about my background, and release Fort Collins Retail Nursery, Inc. from any and all liability for any damage that may result from the release or use of such information. If I am hired, I understand that my employment can be terminated, with or without cause, at any time by either Fort Collins Retail Nursery, Inc. or myself. I also understand that no representative of Fort Collins Nursery has the authority to enter into any agreement to the contrary.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

For internal use only	Interview Date:
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