

FORT COLLINS RETAIL NURSERY, INC.  
2121 E MULBERRY FORT COLLINS, CO 80524  
970-482-1984

## **APPLICATION FOR EMPLOYMENT**

**EMPLOYMENT DESCRIPTION:** Fort Collins Nursery hires people for a wide variety of jobs including sales, plant production, cashiering, merchandise stocking, and more. Applications that are submitted and are not designated as being for a specific position will be kept on file as general applications. General applications may be considered for all positions but their consideration is not guaranteed.

PLEASE TYPE OR PRINT LEGIBLY

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

POSITION TITLE (IF APPLYING FOR SPECIFIC POSITION): \_\_\_\_\_

(IF APPLICABLE) WHO REFERRED YOU? \_\_\_\_\_

**PERSONAL:**

Email: \_\_\_\_\_

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

Pronouns (Optional): \_\_\_\_\_ Current Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ (circle) Home / Cell / Work

**By submitting this application and accepting an offer of employment I agree, if hired, 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 illegal drugs on the job is prohibited. Reporting to work under the influence of alcohol and/or illegal drugs is also prohibited."**

Are you at least 18 years of age? Yes No

Do you possess a valid driver's license? Yes No

Do you have 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: \_\_\_\_\_

Employment status required: Full- Time (40 hours per week) Part-Time: \_\_\_\_\_ hours per 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 \_\_\_ Dealing with People

\_\_\_ Watering Plants \_\_\_ Caring for Plants \_\_\_ Heavy Labor \_\_\_ Cashiering

**EDUCATIONAL BACKGROUND:**

Name/Location of School	Did You Graduate?	Subjects Studied

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**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 had operating equipment, or other experiences which you think might relate to nursery work:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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 Nursery to investigate all statements contained in this application. I authorize all parties listed in this application to give Fort Collins Nursery information about my background, and release Fort Collins Nursery from 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 Nursery 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: \_\_\_\_\_