

Thank you for your interest in applying at Reno Green Landscaping.

We are a full-service landscaping company that has served northern Nevada and California since 1975. We pride ourselves in employing only professional, reliable, and skilled workers who are dedicated to providing high-quality service to all of our customers.



We are an equal opportunity employer and will consider all applicants for all positions equally without regard to their race, sex, age, color, religion, national origin, veteran status or any disability as provided in the Americans with Disabilities Act. However, we want to ensure that we hire only individuals who are just as committed as we are to customer service.

For your employment application to be given consideration, please sign the statement below:

“I am committed to providing high-quality service to all customers.”

Name _____

Signature _____

Date _____

(Please note that signing the statement above does not imply that you are guaranteed employment at Reno Green Landscaping.)

Application for Employment

We consider applicants for all positions without regard to race, sex, age, color, religion, national origin, veteran status, disability as provided in the American Disabilities, or any other legally protected status pursuant to relevant federal, state, and local laws. Any applicant employed by Reno Green Landscaping is employed at the will of the employer and employee. Employment contracts are not offered or provided by this company. Any dispute between employee and the employer shall be decided in accordance with Commercial Arbitration rules of the American Arbitration Association.

(PLEASE PRINT)

Position(s) Applied For:	Date of Application:
How did you learn about us?	
<input type="checkbox"/> Employee: _____ <input type="checkbox"/> New spaper <input type="checkbox"/> Website Job Board <input type="checkbox"/> Agency <input type="checkbox"/> Radio Ad <input type="checkbox"/> Other: _____ <input type="checkbox"/> Flyer <input type="checkbox"/> Relative <input type="checkbox"/> Friend: _____ <input type="checkbox"/> Walk In	

Last Name	First Name	Middle Name
<i>Address</i>	<i>Number</i>	<i>Street</i>
	<i>City</i>	<i>State</i>
	<i>Zip</i>	
Telephone	E-mail Address	Social Security Number
If you are under 18 years of age, can you provide required proof of your eligibility to work? <input type="checkbox"/> Yes <input type="checkbox"/> No Have you ever filed an application with us before? If yes, give date _____ <input type="checkbox"/> Yes <input type="checkbox"/> No Have you ever been employed with us before? If yes, give date _____ <input type="checkbox"/> Yes <input type="checkbox"/> No Are you currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> No May we contact your present employer? <input type="checkbox"/> Yes <input type="checkbox"/> No Are you prevented from law fully becoming employed in this country because of Visa or Immigration Status? <i>Proof of citizenship or immigration status will be required upon request.</i> <input type="checkbox"/> Yes <input type="checkbox"/> No On what date would you be available? _____		
Are you available to work: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Shift Work <input type="checkbox"/> Temporary		
Are you currently on "lay-off" status and subject to recall? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Do you have a Nevada driver's license? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you been convicted of a felony with <i>Conviction will not necessarily disqualify an applicant from employment</i> <input type="checkbox"/> Yes <input type="checkbox"/> No		
If Yes, please explain: _____ _____ _____		
WE ARE AN EQUAL OPPORTUNITY EMPLOYER		

Education

	High School	Undergraduate College	Graduate Professional	Other (Specify)
School Name/ Address				
Years Completed				
Diploma/Degree				
Indicate ALL languages you can speak, read and /or write (including English).				
	FLUID	GOOD	FAIR	
SPEAK				
READ				
WRITE				
Describe any specialized training, apprenticeship, or skills.				

Employment Experience

List at least 3-5 years of employment. Start with your present or last job. Do not combine jobs. Fill out a complete section for every job where job title changed. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

1	Employer & Address	Telephone	Dates Employed		Wage / Salary	
			From	To	Starting	Final
		Work Performed				
	Job Title					
	Reason for Leaving					
	Name of immediate supervisor					
	Supervisor phone number () _____ - _____					
What is your best guess as to how this supervisor would rate your overall performance?						
<input type="checkbox"/> Excellent <input type="checkbox"/> Very Good <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor						

2	Employer & Address	Telephone	Dates Employed		Wage / Salary	
			From	To	Starting	Final
		Work Performed				
	Job Title					
	Reason for Leaving					
	Name of immediate supervisor					
	Supervisor phone number () _____ - _____					
What is your best guess as to how this supervisor would rate your overall performance?						
<input type="checkbox"/> Excellent <input type="checkbox"/> Very Good <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor						

3	Employer & Address	Telephone	Dates Employed		Wage / Salary	
			From	To	Starting	Final
		Work Performed				
	Job Title					
	Reason for Leaving					
	Name of immediate supervisor					
	Supervisor phone number () _____ - _____					
What is your best guess as to how this supervisor would rate your overall performance?						
<input type="checkbox"/> Excellent <input type="checkbox"/> Very Good <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor						

4	Employer & Address	Telephone	Dates Employed		Wage / Salary	
			From	To	Starting	Final
		Work Performed				
	Job Title					
	Reason for Leaving					
	Name of immediate supervisor					
	Supervisor phone number () _____ - _____					
What is your best guess as to how this supervisor would rate your overall performance?						
<input type="checkbox"/> Excellent <input type="checkbox"/> Very Good <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor						

**NOTICE TO APPLICANTS
DRUG TESTING PROGRAM**

Reno Green Landscaping has a vital interest in maintaining safe, healthy and efficient working conditions for its customers and employees. Using or being under the influence of drugs and/or alcohol on the job may pose serious safety and health risks not only for the user, but to the public and all those who work with the user. The possession, use or sale of an illegal drug or controller substance may also pose unacceptable risks to safe, healthy and efficient operations.

To meet this interest, individuals who wish to be considered for employment must agree to PRE-PLACEMENT DRUG TESTING AND DRUG AND ALCOHOL TESTING DURING EMPLOYMENT.

By completing and signing this Notice and the attached Application for Employment, the applicant understands and agrees to submit to drug and alcohol testing during the course of employment as provided for in Reno Green Landscaping's Drug and Alcohol Policy. The applicant further understands and agrees to release Reno Green Landscaping and its directors, officers, agents, employees, parents, subsidiaries and affiliates from any and all liability, claims, demands, damages and causes of action of every kind and nature arising out of or resulting from or in connection with submitting to drug and alcohol testing and any decision concerning employment made by Reno Green Landscaping in whole or in part, based upon the results of drug and alcohol testing. Submission of an altered or adulterated specimen or the substitution of a specimen by the applicant will result in a withdrawal of the employment offer.

ANY APPLICANT WHO IS UNWILLING TO AGREE TO THESE CONDITIONS SHOULD NOT APPLY FOR EMPLOYMENT WITH RENO GREEN LANDSCAPING.

Name _____
Signature _____
Date _____

(Please note that signing above does not imply that you are guaranteed employment at Reno Green Landscaping.)

Additional Information

State any additional information you feel may be helpful to us in considering your application.

Applicant's Statement

I certify that answers given herein are true and complete to the best of knowledge.

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 applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an “*at will*” nature, which means that the Employee may resign at any time and the Employer 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 this organization. Any disputes which arise between employer and employee must be resolved by arbitration in accordance with the rules of the American Arbitration Association. 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, also, that I am required to abide by all rules and regulations of the employer.

Signature of Applicant

Date