



5115 Leona Dr.  
Cincinnati, OH 45238

Cappelslandscaping.com

Cell: (513) 470-9609

## Application for Employment

Joe Cappel's Lawn & Landscape, LLC is an Equal Opportunity Employer committed to excellence through diversity. Employment offers are made on the basis of qualifications and without regard to race, sex, religion, national or ethnic origin, disability, age, veteran status, or sexual orientation.

**PLEASE TYPE OR PRINT.** Complete the entire application. You may attach a resume, but you must still complete all questions; or your application will be deemed incomplete and may not be considered. Please fill out each box (don't just indicate "See Resume.") Applications with missing or invalid job numbers will not be considered for any position.

Name (Last, First, Middle):			
Street Address:		City, State & Zip:	
Social Security Number:	Home Phone:	Work Phone:	Other Phone:
Are you eligible to work in the United States?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Are you 18 years of age or older?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If NO, what is your current age?	
Are you currently employed?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If YES, where and what is your current job title?	
Do you have a valid driver's license?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If YES, State of issuance, license #, and expiration date:	
How did you learn about this employment opportunity at Joe Cappel's Lawn & Landscape, LLC? Check all that apply:		<input type="checkbox"/> Ad in <i>newspaper</i> <input type="checkbox"/> Job Bulletin (Posting) /Walk-in <input type="checkbox"/> Website <input type="checkbox"/> Ad in <i>magazine</i> <input type="checkbox"/> Referral by employee <input type="checkbox"/> Other:	



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**EDUCATION**

Name of School	City/State	Did you graduate?	If No, # of years left to graduate	If Yes, date of Graduation	Degree received	Major
High School:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
GED:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
Other School:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
College:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
College:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
College:		<input type="checkbox"/> Yes <input type="checkbox"/> No				
Other credentials/ licenses/ professional affiliations, etc., which are relevant to the job(s) for which you are applying.						

**SKILLS:** Please list technical skills, clerical skills, trade skills, etc., relevant to this position. Include relevant computer systems and software packages of which you have a working knowledge, and note your level of proficiency (basic, intermediate, expert)




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**WORK EXPERIENCE-** Please detail your entire work history. Begin with your current or most recent employer. If you held multiple positions with the same organization, detail each position separately. Attach additional sheets if necessary. Omission of prior employment may be considered falsification of information. Please explain any gaps in employment. Include full-time military or volunteer commitments. **PLEASE DO NOT** complete this information with the notation "See Resume."

**PLEASE NOTE:** Joe Cappel's Lawn & Landscape, LLC reserves the right to contact all current and former employers for reference information.

Dates Employed (most recent position) From:            To:	<input type="checkbox"/> Full time <input type="checkbox"/> Part-time  If part-time, # hrs./wk:	Title:
Starting Salary:	Organization Name and Address:	
Final Salary:		
Supervisor's Name, Title and Phone #:	Other Reference Name, Title and Phone #:	Contact my current references: <input type="checkbox"/> At any time <input type="checkbox"/> Only if I am a finalist candidate
Primary duties:		Reason for Leaving:
Dates Employed (most recent position) From:            To:	<input type="checkbox"/> Full time <input type="checkbox"/> Part-time  If part-time, # hrs./wk:	Title:
Starting Salary:	Organization Name and Address:	
Final Salary:		
Supervisor's Name, Title and Phone #:	Other Reference Name, Title and Phone #:	Contact my current references: <input type="checkbox"/> At any time <input type="checkbox"/> Only if I am a finalist candidate
Primary duties:		Reason for Leaving:



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Starting Salary:		Organization Name and Address:	
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Primary duties:		Reason for Leaving:	
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**Personnel Questions**

1. Are you looking for:       Full Time       Part Time       Seasonal employment?
2. What would you like to be doing 3 years from now? \_\_\_\_\_  
\_\_\_\_\_
3. What are your strong points related to the workplace? \_\_\_\_\_  
\_\_\_\_\_
4. Do you consider yourself a leader or a follower, Why? \_\_\_\_\_  
\_\_\_\_\_
5. What specific skill(s) you have related to the Lawn Care and Landscape industry? \_\_\_\_\_  
\_\_\_\_\_
6. Do you have any experience with these types of equipment, if so how much:
 

a. 52" Zero Turn Lawn Mower-	yes	no	_____
b. 52" Walk Behind Mower-	yes	no	_____
c. Stihl Trimmers-	yes	no	_____
d. Back Pack Blowers-	yes	no	_____
e. Hand tools (shovel, rake, ect.)-	yes	no	_____
f. Hedge Trimmers-	yes	no	_____
g. Bobcat-	yes	no	_____
h. Fork Lift-	yes	no	_____
i. Chainsaw-	yes	no	_____
j. Dump Trailers-	yes	no	_____
7. Do you have a drivers license?      yes      no
8. What types of work are you interested in doing?       Landscape Maintenance       Turf Maintenance  
     Landscape Installation       Landscape Design  
     Mechanic       Other (Specify) \_\_\_\_\_
9. Are there any restrictions in the hours you can work? (if so, what are they) \_\_\_\_\_
10. Have you ever driven a truck with a trailer attached?      yes      no      How long was trailer? \_\_\_\_\_



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11. Have you ever been arrested?      yes      no      if so, for what? \_\_\_\_\_
12. Do you pay attention to detail?      yes      no      Why? \_\_\_\_\_
13. Do you get along with others?      yes      no      Why? \_\_\_\_\_
14. This is a small business. As the most recent employee, does the fact that you will be expected to do most of the menial chores bother you?      yes      no
15. What is your greatest strength, and how would it benefit our company? \_\_\_\_\_  
\_\_\_\_\_
16. What is your greatest weakness, and how will it affect our company? \_\_\_\_\_  
\_\_\_\_\_
17. What do you consider your greatest achievement, and why? \_\_\_\_\_  
\_\_\_\_\_
18. What is your Mechanical ability? \_\_\_\_\_  
\_\_\_\_\_
19. Can we contact your previous employers?      yes      no
20. Do you feel you are an efficient person?      yes      no
21. Do you feel being on time is a big deal?      yes      no
22. If you and one of your co-workers completed a job at 2pm and he suggests you not call in until 4:30pm so you don't get sent to another job, what would you do? \_\_\_\_\_  
\_\_\_\_\_
23. Do you pay child support? \_\_\_\_\_
24. Are you willing to take a drug test?      yes      no
25. If you took a drug test what would results be?      Pass      Fail (if so for what) \_\_\_\_\_
26. What would you like your starting hourly rate to be? \_\_\_\_\_



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**PLEASE READ CAREFULLY AND SIGN THAT YOU UNDERSTAND AND ACCEPT THIS INFORMATION.**

I certify that the information on this application and its supporting documents is accurate and complete. I understand and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. I authorize Joe Cappel's Lawn & Landscape, LLC to investigate, without liability, all statements contained in this application and supporting materials. I authorize references and former employers, without liability, to make full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a physical exam, criminal and credit background investigation, and/or screening for illegal substances upon conditional offer of employment. I understand that this document is NOT an offer of employment, and that an offer of employment, if tendered, does NOT constitute a contract for continued guaranteed employment. I understand that staff employees of Joe Cappel's Lawn & Landscape, LLC serve at-will, and the employment relationship may be terminated at any time by either party, or any or no reason, other than a reason prohibited by law. I understand that if employed on a temporary basis, I would be paid for hours worked only, and would be ineligible for benefits including paid time off. I understand that any benefits I receive may be subject to change or discontinuation at any time without prior notice. I understand that the first SIX MONTHS of regular employment represent a provisional period, during which I would not be eligible to apply for transfer or promotion and during which I may be terminated without right of appeal.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_