

Landscaping & Grading, Inc

Application for Employment

69620 Lowe Plank. Richmond, MI. 48062 Office: 586-727-4959 Fax: 586-727-2642

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Date:			OFFICE WORKER - GET A COPY OF THEIR LICENSE IF POSSIBLE				PIRTE		
Name:									
First				Middle	е	Last			
Present address:									
Number		Street			City	State			Zip
Telephone #:					Email address:				
Social Security Number:				Driver	s License #:				
If under 18 please list age: Date of Birth					can you start work	::			
Are you currently employed?		Yes	or	No					
Days/hours available to work:	How N	1any hou	ırs can y	you work	weekly:				
Can you work Saturdays:		Yes o	r No		Can you work Su	ndays:	Yes o	or No	
Education:									
Can you speak English:	Yes	or	No		Can you read Eng	ılish:	Yes	or	No
Can you speak Spanish:	Yes	or No)		Can you read Spa	nish:	Yes	or	No
High School:					Did you graduate	:	Yes	or	No
College:					Degree earned:				
Other:				Ce	rtification:				

Previous Employment:		p.2
May we contact previous supervisors for a reference?	Yes or No	
Company:	Phone #:	
Address:	Supervisor:	
Job Title:	Starting Salary: End S	alary:
Responsibilities:		
Start date: End Date: Rea	son for Leaving:	
Company:	Phone #:	
Address:	Supervisor:	
Job Title:	Starting Salary: End S	alary:
Responsibilities:		
Start date: End Date: Rea	son for Leaving:	
Military Service:		
Branch: Fro	m: To:	
Rank at time of Discharge:		
Are you a citizen of the United States? Yes or No	0	
If no, are you authorized to work in the United States? Ye	es or No	
Please che	eck all that apply:	
**To help us better understand where you best fit in our false information you may be in a position based on what		
Driving Experience		Yes No
Is there anything that prohibits you from driving?		
Do you have a valid driver's license?		
Do you have a Chauffeurs license?		

Do you have a CDL B License?

Do you have a CDL A License?

Do you have a Combination Endorsement license?

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	Yes	No
Do you have an Air Brake Endorsement?		
Additional Endorsements: Please List		
Can you adjust air brakes?		
Can you check all fluid levels?		
Can you pull in and back in trailers in a commercial vehicle up to 30'? If yes how many yrs		
experience:		
Do you have snow plow experience?		
If yes, how many years experience:		
Do you have experience salting with trucks?		
If yes, how many years experience:		
Can you understand and read map/directions?		
Can you load different types of equipment and chain it down on trucks and trailers?		
Can you load and unload materials onto trucks?		
Any additional information you would like us to know?		

Landscape Experience:

	Yes	No	Willing to Learn
How many years of Landscape experience do you have?			
What were your responsibilities?:			
Can you identify Trees and Shrubs by name?			
Can you identify Perennials by name?			
Can you identify Annuals by name?			
Do you have experience planting trees and shrubs? How many years			
Do you have experience planting perennials and annuals? How many years			
Do you have experience staking and tying tree? How many years			
Can you prune and trim Shrubs and Trees correctly?			
Can you identify Common diseases on Shrubs and Trees?			
Do you understand how high to set trees and plant heights due to low and high			
grades?			
Can you pitch topsoil and grades away from structures to promote positive water			
run-off?			
Can you work on small engines?			
Can you install edging?			
Can you install weed barrier?			
Do you have experience laying Sod?			
Do you have experience laying sou: Do you have experience Seeding?			
Do you have experience working with Straw Mat?			
Do you have experience Grading/Leveling Dirt with equipment?	1	1	
Can you do a final grade to pass inspection?	1	1	
Do you have experience Hydro seeding?			
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Landscape Experience Continued	Yes	No	Willing to
			learn
Do you have experience installing Drain tile?			
Can you pitch Drain tile so it drains properly?			
Do you have experience with installing Waterfalls?			
Do you have experience Mulching?			
Can you read Landscape Plans?			
Can you read a level?			
Can you install Landscape lighting?			
Can you install Flagstone walls?			
Can you install Boulder walls?			
Do you think you have enough experience to be a Foreman and lead a crew?			

Brick Paving	Yes	No	Willing to Learn
How many years of Brick Paving experience do you have? What were your responsibilities?			
Can you calculate steps without help?			
Can you cut brick with a handheld saw?			
Can you run a compactor?			
Can you install retaining walls without help?			
Can you install patios without help?			
Can you install steps without help?			
Can you set grades of pipe on pitch patios and walks correctly?			
Are you familiar with all different types of pavers and walls?			
Do you have experience in mortaring brick?			
Do you have experience in thin setting bricks?			
Do you have experience placing drainage behind walls?			
Can you keep brick lines straight while laying them?			
Can you repair steps and walls?			
Can you repair pavers?			
Can you install paver lighting?			
Can you read a Landscape plan?			
Do you think you have enough experience to be a Foreman and lead a crew?			

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How many years experience do you have?		
What were your responsibilities?		
Can you cut cement with a saw?		
Can you form cement?		
Can you level and set grade for forms?		
Do you have experience placing rebar and wire in cement?		
Can you finish cement?		
Can you use a Jack hammer?		
Do you have any experience with Asphalt?		
If yes, please list experience and how many years.		
Do you think you have enough experience to be a Foreman and lead a crew?		
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Sprinkler Experience	Yes	No	Willing to Learn
How many years of Sprinkler work experience do you have?			
Thow many years of sprinkler work experience do you have:			
What were your responsibilities?			
Can you adjust water flow on sprinklers?			
Can you adjust the swing on sprinklers?			
Can you change the nozzles if needed?			
Do you understand the basic parts of a sprinkler system? (Fittings, pipes, nozzles).			
Can you install a valve system?			
Can you trouble shoot wiring problems?			
Can you trouble shoot typical sprinkler problems?			
Can you install a vacuum breaker?			
Can you adjust a sprinkler timer?			
Can you install an entire sprinkler system without help?			
Can you start up a sprinkler system?			
Can you winterize a sprinkler system?			
Do you think you have enough experience to be a Foreman and lead a crew?			

Lawn Mowing Experience	Yes	No	Willing to Learn
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How many years of Lawn Mowing experience do you have?			
What were your responsibilities?			
Can you run walk behind mower?			
Can you run a zero turn mower?			
Can you run a weed whip?			
Can you run edgers?			
Can you run a push mower?			
Can you run a push blower?			
Can you run blowers?			
Can you read maps?			
Can you mix gas and oil correctly?			
Can you rewind weed whip heads?			
Can you change edger blades?			
Can you sharpen blades on mowers?			
Can you fix small engines?			
Can you rewind recoils on equipment?			
Can you replace mower belts?			
Can you check oil and grease mowers?			
Do you think you have enough experience to be a Foreman and lead a crew?			

Equipment Operators Experience

	Yes	No	Willing to Learn
How many years experience do you have operating heavy equipment?			
Can you operate a manual transmission vehicle?			
Can you operate a Skidsteer with case controls?			
Can you operate an excavator?			
Can you operate a loader?			
Can you operate grading tractors?			
Can you operate asphalt rollers?			
Can you operate a back hoe?			
Can you operate a hand held cement saw?			
Can you operate a sod cutter?			
Can you operate a chain saw?			
Can you operate dump trucks?			
Can you grade with equipment?			
Can you load/unload material from trucks and trailers?			
Can you tell if equipment is gas or diesel powered?			
Can you hook up different attachments to tractors and skidsteers?			
Do you feel comfortable operating equipment in ditches and other steep slopes?			

Mechanical:	Yes	No	Willing to Learn
How many years of machanical experience do you have?			
How many years of mechanical experience do you have? What were your responsibilities?			
What were your responsibilities:			
Do you have experience with Minor vehicle maintenance?			
(Brakes, oil changes, greasing, change belts, wiring with vehicle and trailer lights)			
Do you have experience with Small engine repair?			
Can you replace lights on trucks and trailers?			
Can you Change tires?			
Can you Trouble shoot problems with mowing equipment?			
Office Manager/Front Desk (Only fill in this box if your applying for front desk job) Learn		Yes	No Will
How many years of office experience do you have?			
What were your responsibilities:			
Do you have experience with all aspects of QuickBooks?			
How many years experience?			
Do you have experience with Microsoft Word?			
Do you have experience with Excel?			
Do you have experience with Clips software?			
Other:			

Can you perform the basic functions you are apply	ying for with or without reasonable accommodations? Yes or No
Are you willing to take a physical examination?	Yes or No
Have you ever been convicted of a Felony?	Yes or No
Have you ever had your license revoked?	Yes or No
Is your license currently restricted?	Yes or No
Do you have any experience, as a crew leader, ma	nager, or supervisor? Yes or No
If yes, what was your job title and responsibilities	?
Any additional skills not listed above: (Or please a	attach a resume)
Position applied for:	Salary desired:
Disclaimer and Signature:	
I certify that my answers are true and complete to If this application leads to employment, I understain my release.	o the best of my knowledge. and that false or misleading information in my application or interview may result
Signature:	Date:
In case of an emergency contact:	
Relationship to you:	Phone#:
For D&E use only:	
Interviewed by:	Date:
Hired: Yes or No Wages:	Start Date: