

Pre-Employment Questionnaire

Name _____ Date _____

Address _____ Phone# _____

City & State _____ Email (opt.) _____



2055 Springhill Rd
Bozeman, MT 59718
Phone: 406-587-3406
Fax: 587-2567
Info@cashmannursery.com

General Information

Are you 18 years of age or older? _____ If no, give age: _____

Are you a U.S. Citizen? _____

Have you ever quit or discharged from any job on account of misconduct or unsatisfactory service? _____ If yes, explain: _____

Name of person to notify in emergency: _____ Phone: _____

Employment History

Name & address of company	From (Mo./Yr.)	To (Mo./Yr.)	Describe Work	Salary	Reason Left	Supervisor

Education

School

Address

Degree

Dates Attended

High School _____

College _____

Advance Degree _____

References (Do not use relatives)

Name

Address

Phone #

Relationship

Physical Condition

This job may require lifting 50# or more.

Can you perform this and other physical duties with or without reasonable accommodation? _____

Do you smoke? _____

Are you willing to undergo a pre-employment physical exam? _____

Job Skills (check appropriate items)

- | | |
|--|---|
| <input type="checkbox"/> Manual labor | <input type="checkbox"/> Landscape design |
| <input type="checkbox"/> Field work in agriculture | <input type="checkbox"/> Nursery work: List _____ |
| <input type="checkbox"/> Operate farm machinery | <input type="checkbox"/> Gardening & landscape work |
| <input type="checkbox"/> Mechanical maintenance and repair | <input type="checkbox"/> Administrative |
| <input type="checkbox"/> Carpentry | <input type="checkbox"/> Sales |
| <input type="checkbox"/> Supervision of labor | <input type="checkbox"/> Other _____ |

Availability for Work (check appropriate items)

- | | |
|--|--|
| <input type="checkbox"/> Full time? | <input type="checkbox"/> Permanent employment? |
| <input type="checkbox"/> Part time? Hours _____ | <input type="checkbox"/> Temporary employment? |
| <input type="checkbox"/> Seasonal? From (date) _____ | To (date) _____ |

Position for which you are applying? _____

What is your minimum salary requirement? _____

Date available to start work: _____

Are you willing to work evenings? _____ Weekends? _____

Why do you want to work for Cashman Nursery? _____

Agreement (Please read the following statements carefully)

I hereby affirm that the information provided on this application is true and complete to the best of my knowledge and agree that falsified information or significant omissions may disqualify me from further consideration for employment and may be considered justification for dismissal if discovered at later date.

I authorize persons, schools, current employer and previous employers and organizations named in this application to provide any relevant information that may be required to arrive at an employment decision.

I understand that my employment with Cashman Nursery shall be probationary for a period of ninety days, and further that at any time during the probationary period or thereafter, my employment relation with Cashman Nursery is terminable at will for any reason by either party.

Signed: _____ Date: _____

Do not write below this line

Interviewing Notes

Active Starting Date: _____

Inactive Job Description: _____

Comments: