

HARRIS SEEDS/GARDEN TRENDS, INC.

355 Paul Road P.O. Box 24966 Rochester, NY 14624

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APPLICATON FOR EMPLOYMENT

PERSONAL INFORMATION

Social Security Number:

Date:

Name:

Last

First

Middle

Present Address:

Street

City

State

Zip Code

Permanent Address:

Street

City

State

Zip Code

Phone Number:

If related to anyone in our employment, state name and department (omit name of spouse.)

Referred by:

EMPLOYMENT DESIRED

Position

Date you can start

Salary Desired

Are you currently employed?

If so, may we inquire of your present employer?

Ever applied to this company before?

Where:

When:

*The Age Discrimination in the Employment Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are 40 years of age or older.

EDUCATION	NAME AND LOCATION OF SCHOOL	DID YOU GRADUATE?	SUBJECTS STUDIED
Grammer School			
High School			
College			
Trade Business or Correspondence School			

Subjects of Special Study or Research Work

What Foreign Languages do you Speak Fluently?

Read

Write

Activities: Civic, Athletic, Etc.

(EXCLUDE ORGANIZATIONS, THE NAME OF CHARACTER OF WHICH INDICATES THE RACE, CREED, SEX, MARITAL STATUS, AGE, COLOR OR NATIONAL ORIGIN OF ITS MEMBERS.)

PROSPECTIVE EMPLOYEE'S WILL RECEIVE CONSIDERATION WITHOUT DISCRIMINATION BECAUSE OF RACE, CREED, COLOR, SEX, AGE, NATIONAL ORIGIN, HANDICAPPED OR VETERAN STATUS.

(CONTINUED ON OTHER SIDE)

FORMER EMPLOYERS (LIST BELOW LAST FOUR EMPLOYERS, STARTING WITH LAST ONE FIRST.)

DATE MONTH AND YEAR	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM TO				
FROM TO				
FROM TO				
FROM TO				

REFERENCES: GIVE BELOW THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU
HAVE KNOWN AT LEAST ONE YEAR.

NAME	ADDRESS	BUSINESS	YEARS ACQUAINTED
1			
2			
3			

IN CASE OF
EMERGENCY NOTIFY

NAME

ADDRESS

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF FACTS CALLED FOR IS CAUSE FOR DISMISSAL. FURTHER, I UNDERSTAND AND AGREE THAT MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT ANY PREVIOUS NOTICE.

DATE

SIGNATURE

DO NOT WRITE BELOW THIS LINE

INTERVIEWED BY

DATE

REMARKS:

NEATNESS	
ABILITY	

HIRED FOR DEPT. POSITION WILL REPORT SALARY WAGES

APPROVED: 1. EMPLOYMENT MANAGER 2. DEPT. HEAD 3. GENERAL MANAGER