



Application for Employment

It is the policy of David J. Frank Landscape Contracting, Inc. to consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other protected characteristic.

Personal Information:

Date of Application:

Last Name	First Name	Middle Name	How Did You Learn About Us? <input type="checkbox"/> Internet <input type="checkbox"/> Walk-in <input type="checkbox"/> Ad <input type="checkbox"/> Employee <input type="checkbox"/> Friend <input type="checkbox"/> Other	
Present Address		City	State	Zip
Previous Address (if less than 12 months)		City	State	Zip
Day Phone	Evening Phone		Have you ever applied to DJFLCI before? <input type="checkbox"/> Yes <input type="checkbox"/> No When?	

Current Open Position for which you are applying:		Date Available:	Are you available to work: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary	
Are you currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> NO	If so, may we contact your present employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		Do you have a valid Driver's License? <input type="checkbox"/> Yes <input type="checkbox"/> No Dr. License #:	
Are you Legally Authorized to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No (If hired, you will be required to provide proof of work authorization.)		Have you ever been convicted of a crime or pleaded no contest for any offense or violation other than minor traffic violations? <input type="checkbox"/> Yes <input type="checkbox"/> No (Convictions are not an automatic bar to employment.)		Will you submit to a background check as part of the employment process? <input type="checkbox"/> Yes <input type="checkbox"/> No

Educational History

	Name & Location of School	# of Years Attended	Major Subjects	Diploma or Degree Received
High School				<input type="checkbox"/> Yes <input type="checkbox"/> No
College				<input type="checkbox"/> Yes <input type="checkbox"/> No Type:
Graduate School				<input type="checkbox"/> Yes <input type="checkbox"/> No Type:
Other (Specify)				<input type="checkbox"/> Yes <input type="checkbox"/> No Type:

General Information

Describe any specialized training, apprenticeship skills, certifications, volunteer experiences or extra-curricular activities:
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Professional References

List below three people not related to you, whom you have known at least one year.

Name	Address (City/State)	Phone Work / Home	Position	Years Known

Employment Experience (start with the most recent; use a separate sheet if necessary.)

From Mo. Yr.	To Mo. Yr.	Company	Phone Number	Immediate Supervisor
Wage \$		Address		
Job Title			Reason for leaving	
Nature of Duties			If currently employed may we contact as a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No	
From Mo. Yr.	To Mo. Yr.	Company	Phone Number	Immediate Supervisor
Wage \$		Address		
Job Title			Reason for leaving	
Nature of Duties				
From Mo. Yr.	To Mo. Yr.	Company	Phone Number	Immediate Supervisor
Wage \$		Address		
Job Title			Reason for leaving	
Nature of Duties				
From Mo. Yr.	To Mo. Yr.	Company	Phone Number	Immediate Supervisor
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Job Title			Reason for leaving	
Nature of Duties				
From Mo. Yr.	To Mo. Yr.	Company	Phone Number	Immediate Supervisor
Wage \$		Address		
Job Title			Reason for leaving	
Nature of Duties				
AUTHORIZATION & UNDERSTANDING				
<p>Please Read Carefully Before Signing This Form</p> <p>1. All information contained in this application is true and correct to the best of my knowledge and belief. I understand that misrepresentations or omissions of any kind may result in denial of employment or be cause for subsequent dismissal.</p> <p>2. I authorize the company to investigate my responses on this application and contact any or all of my former employers or any individuals familiar with me or my employment background for the purpose of verifying any information</p>		<p>I have provided and/or for the purpose of obtaining any information, whether favorable or unfavorable, about me or my employment.</p> <p>I voluntarily and knowingly fully release and hold harmless any person or organization that provides information pertaining to me or my employment.</p> <p>3. I understand that upon receiving a job offer, a physical examination and drug screening may be required. (Note: If this is a job requirement you will be notified.)</p>		
		<p>4. Regardless of whether or not I become employed by the company, I recognize that this application is not and should not be considered a contract of employment. I understand that employment at the company is on an at-will basis and that my employment may be terminated with or without cause, and with or without notice, at any time, at my option or the company's, unless specifically provided otherwise in a written employment contract.</p> <p>I further understand that no company employee or representative has the authority to enter into a contract regarding duration or terms and conditions of employment other than an officer or official of the company, and then only by means of a signed written document.</p>		

I have read and understand these conditions of employment.	Applicant Signature	Date Prepared
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Corporate Offices: N120 W21350 Freistadt Rd., Germantown, WI 53022 – Phone: 262-255-4888 Fax: 262-628-4729
Field Offices: Brookfield, Milwaukee and Glendale, WI **Branch Offices:** Madison and Appleton, WI