



Valley View Farms

GARDEN CENTER & NURSERY

APPLICATION FOR EMPLOYMENT

11035 York Rd
Hunt Valley, MD 21030

410.527.0700

www.valleyviewfarms.com

employment email: jobs@valleyviewfarms.com

Today's Date _____ / _____ / _____ Date available for work _____ / _____ / _____

Applicant's Name _____ Position(s) desired _____
 (First) (Middle) (Last)

Address _____ City/State/Zip _____

Home phone (____) _____ Cell Phone (____) _____ E-Mail _____

HOURS OF AVAILABILITY

Most departments at Valley View Farms may begin as early as 7 a.m. and end no later than 9:30 p.m.
Please indicate on the chart below the days and times you are AVAILABLE for work.

AVAILABLE FOR WORK:	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Start Time							
End Time							

GENERAL INFORMATION

Are you eligible to work in the U.S.? yes no If no, explain status _____

Are you at least 18 years old? yes no If UNDER 18, state your age _____

Have you ever been employed by us before? yes no If yes, dates/store/dept _____

Do you have any physical condition or handicap which may limit your ability to perform (medical, psychological, psychiatric, standing, stooping, lifting, bending, reaching, pushing, and/or pulling) the job for which you are applying? yes no
If yes, state limitations & accommodations needed _____

How did you hear of our vacancies? Specify referral source: Valley View Farms Employee (name) _____

Newspaper _____ School _____ Internet _____

Agency _____ Walk-in _____ Other _____

Have you ever been convicted of a crime other than a traffic violation? yes no If yes, explain dates & circumstances:
Date(s) of Offense(s): _____ City/County/State: _____

Incident (describe the charge) _____

Specific Outcomes (i.e., length of incarceration, probation, etc.): _____

MILITARY SERVICE

Branch of Service _____ Dates _____ to _____ Type of Discharge _____

Other Relevant Information: _____

EDUCATION

	School Name, City, State	Number of Years	Did you graduate?	Degree & Major
High School			<input type="checkbox"/> yes <input type="checkbox"/> no	
GED			<input type="checkbox"/> yes <input type="checkbox"/> no	
College			<input type="checkbox"/> yes <input type="checkbox"/> no	
Other			<input type="checkbox"/> yes <input type="checkbox"/> no	

EMPLOYMENT HISTORY

Starting with your **current** (last) employer, list your employers & work information for the past **10 years**. All information is pertinent to the recruiting/selection/reference checking process. Please complete ALL information that is requested.

Company	Pay Rate	Dates Employed	Job Title & Responsibilities	Supervisor	Reason for Leaving
Company: Address: Phone:	Start: End:	Start: End:		Name: Title: Phone:	
Company: Address: Phone:	Start: End:	Start: End:		Name: Title: Phone:	
Company: Address: Phone:	Start: End:	Start: End:		Name: Title: Phone:	
Company: Address: Phone:	Start: End:	Start: End:		Name: Title: Phone:	

Number of work days missed in the last year of employment _____

Please explain why are you planning to leave (or why did you leave) your present (last) job?

SKILLS AND EXPERIENCE

What skills and experience have prepared you for a position with Valley View Farms? (For example, tell us about your customer service, gardening, and landscaping skills.) _____

What are your career objectives for the next two (2) years? _____

List any additional information you feel will be of value to us when we consider your application for employment with Valley View Farms. _____

EQUAL EMPLOYMENT OPPORTUNITY

In addition, Valley View Farms conducts reference checks with previous employers to determine work ethic, attendance, quality and quantity of work, customer service and sales abilities, and relevant landscaping/nursery experience.

APPLICANT'S STATEMENT

I acknowledge that the information I have provided is correct to the best of my knowledge. I understand that any deliberate falsification, misrepresentation or omissions of facts may be grounds for rejection of my application or dismissal from my employment with Valley View Farms.

I understand that nothing on this application implies or creates an employment relationship or contract for employment. I understand that, if hired my employment is at-will and can be terminated at anytime, with or without notice, for any reason.

Under Maryland state law it is illegal for any employer to require any applicant to submit to or take a polygraph or lie detector test, or any other type examination as a condition of employment.

Valley View Farms is an equal opportunity employer. We recruit, hire, train and promote without discrimination due to age, race, religion, gender, national origin, citizenship, disability or any other status protected under federal and state law.

Signature of Applicant _____ Date _____

Do not write below this line: For office use only

Interview Date ____/____/____ Interviewer _____

Hiring Manager _____ Start Date: ____/____/____

Position: _____ Dept: _____

This position is Seasonal Year 'round

Starting Pay Rate: _____

Miscellaneous Comments: _____

