



**EMPLOYMENT APPLICATION**

**“An Equal Opportunity Employer”**

**Malara Gardens policy is to provide every individual a fair and equal opportunity to seek employment and advancement at the Company without regard to race, color, religion, sex, age, national origin, marital status, disability, veteran status, ancestry, medical condition, sexual orientation, or citizenship status of qualified individuals.**

Personal				
First Name		Middle	Last	SSN
Do you have the legal right to work in the USA? <input type="checkbox"/> yes <input type="checkbox"/> no		Are you over 18? <input type="checkbox"/> yes <input type="checkbox"/> no		Residence Phone Number
Present Address – Number and Street			City/State/Zip	
How long at this address?		Alternate Phone Number(s)		

Job Interest	
Are you seeking <input type="checkbox"/> Full Time or <input type="checkbox"/> Part Time Employment?	Available Start Date?
Days and Hours Available	
Please share your reasons for seeking this position and any qualifications that you feel will benefit our company.	

Education		
Type of School	School Name and Location	Graduated or Years Completed
High School		___yes ___no _____ years
College or University		___yes ___no _____ years
Other Education		___yes ___no _____ years

**Work History (Including Military)**

List all former employers, beginning with the **most recent**.

Employer Name & Address	Type of Business	Dates of Employment From/To	Position/ Job Description	Rate of Pay	Reason for Leaving	Supervisor Name Phone Nbr
1.						
2.						
3.						
4.						

**References (Do not include relatives)**

Name	Position	How Known	Address and Phone #	Years Known

## Miscellaneous

Have you ever been convicted of a felony? \_\_\_\_yes \_\_\_\_no

If yes, please explain

Have you ever been convicted of a misdemeanor (including DUI)? \_\_\_\_yes \_\_\_\_no

If yes, please explain

All positions at Malara Gardens have a minimum lifting requirement of 40 lbs. Are you able to meet this requirement? \_\_\_\_yes \_\_\_\_no

Please read carefully before signing

**I certify that any information I give during the process of applying for employment is true and accurate. I understand that any false, incorrect or misleading information, or the omission of any pertinent information including that given at the time of my application may be considered as sufficient reason for discharge, if hired. I further understand that this application is not, nor is intended to be a contract of employment and that if I am hired, my employment is at will and can be terminated by either me or the company, with or without notice for any or no reason. I also understand that this application for employment in no way obligates the company to hire me. I hereby authorize Malara Gardens to investigate my former employment and other references and to make any further investigations deemed necessary in connection with my application for employment.**

Date\_\_\_\_\_ Signature\_\_\_\_\_

## Employment Information

Full-time Employees – 40 hours per week

Starting hourly rate to be determined at time of hire. An employee discount of 20% on garden related items only will apply to full time employees only after 30 days of employment. Discount does not apply towards produce or any other food related items. On Sale or already discounted items will not be given a further discount.

## Part-time Employees

Pay will be determined at time of hire.

## Job Description

All employees will be expected to perform a variety of tasks including but not limited to:

- \*Customer Service/Sales
- \*Cashier
- \*Watering
- \*Cleaning, sweeping, trash patrol, dusting
- \*Loading/unloading for customers and deliveries
- \*Re-stocking and changing of store displays

## Things to keep in mind:

- \*Employees will be on their feet and on the move all day long
- \*Employees will be required to lift heavy items
- \*This is a 7-day a week seasonal business. Employees must be able to work weekends and holidays (Mother's Day, 4<sup>th</sup> of July, Labor Day). Our season starts in April and continues thru Halloween. July, Sept., and Oct. can be slower times and hours may be reduced. Bad weather typically means being sent home.
- \*Employees are outside in the sun/heat most of the time

## Uniform

Malara Gardens will provide each full time employee with 2 company T-shirts that need to be worn on Sat. and Sun. All other days the T-shirt is optional but does help. On other days, comfortable clothing appropriate for the heat and public will be expected. Comfortable and non-slip shoes are a must – flip-flops are not acceptable.