

Application for Employment

Please print or complete electronically

Updated 1/16



Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.

Position(s) applied for:			
Name		Email Address	
Address		City	State Zip
Telephone		Mobile	
If you are under 18, and it is required, can you furnish a work permit? Yes No			
If no, please explain _____			
Have you ever been employed here before? If yes, give dates and positions			
Are you legally eligible for employment in this country? Yes No		Date available for work	Type of employment desired
Driver's license number if driving is an essential job function			State

Employment History

Provide the following information of your past four (4) employers, assignments or volunteer activities, starting with the most recent.

FROM	TO	EMPLOYER	TELEPHONE #		
STARTING JOB TITLE FINAL JOB TITLE		ADDRESS	CITY	ST	ZIP
IMMEDIATE SUPERVISOR AND TITLE		SUMMARIZE THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES			
MAY WE CONTACT FOR REFERENCE? YES NO		_____			
REASON FOR LEAVING		HOURLY RATE	START \$	PER	FINAL \$ PER

FROM	TO	EMPLOYER	TELEPHONE #		
STARTING JOB TITLE FINAL JOB TITLE		ADDRESS	CITY	ST	ZIP
IMMEDIATE SUPERVISOR AND TITLE		SUMMARIZE THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES			
MAY WE CONTACT FOR REFERENCE? YES NO		_____			
REASON FOR LEAVING		HOURLY RATE	START \$	PER	FINAL \$ PER

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MAY WE CONTACT FOR REFERENCE? YES NO		_____			
REASON FOR LEAVING		HOURLY RATE	START \$	PER	FINAL \$ PER

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IMMEDIATE SUPERVISOR AND TITLE		SUMMARIZE THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES			
MAY WE CONTACT FOR REFERENCE? YES NO		_____			
REASON FOR LEAVING		HOURLY RATE	START \$	PER	FINAL \$ PER

Skills & Qualifications

Summarize any training, skills, licenses and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying.

Educational Background

Name & Location	Number of Years Attended	Did You Graduate?		Course of Study
HIGH SCHOOL		YES	NO	
COLLEGE		YES	NO	
OTHER		YES	NO	

References

Name, Job Title	Telephone #	Years Known

Availability

List below the hours that you are available to work

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
From							
To							

I would like to work an
AVERAGE of _____
hours per week.

Are you involved in any activities (currently or in different seasons) that may change the above noted availability? If so, please explain:

I understand that this represents my AVAILABILITY to work. My ACTUAL scheduled hours will vary based upon the needs of the company.

Applicant Statement

I certify that all information I have provided in order to apply for and secure work with the employer is true, complete and correct.

I understand that any information provided by me that is found to be false, incomplete, omitted or misrepresented in any respect, will be sufficient cause to (i) cancel further consideration of this application, or (ii) immediately discharge me from the employer's service, whenever it is discovered.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using such information in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied, oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICATION STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant _____ Print Name _____ Date _____

EMAIL COMPLETED EMPLOYMENT APPLICATION AND RESUME TO: JOBS@LYMANORCHARDS.COM

LYMAN ORCHARDS' USE ONLY

Interview? Yes No

Interview Date/Time: _____

Interview by: _____

Acceptable for Employment? Yes No

Start Date: _____

Position/Title: _____

Pay Rate: _____