



APPLICATION FOR EMPLOYMENT

Professional Turf Products is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.

PERSONAL DATA:

Name _____ Date _____
Last First Middle

Address _____
Number & Street City State Zip Code

Telephone _____ Social Security Number _____

Email address _____

GENERAL INFORMATION:

Are you over 18 years old? ☐ Yes ☐ No

Position Sought _____ ☐ Full Time ☐ Part Time

Date Available _____ Salary Desired _____

Have you filed an application here before? ☐ Yes ☐ No If yes, date _____

Have you ever been employed by us before? ☐ Yes ☐ No If yes, date _____

Are you known to schools/references by another name? ☐ Yes ☐ No

If yes, by what name? _____

Are you on layoff? ☐ Yes ☐ No

Are you legally eligible for employment in the United States? ☐ Yes ☐ No
(If offered employment, you will be required to provide documentation to verify eligibility.)

Have you ever been convicted of a criminal offense (felony or misdemeanor)?

☐ Yes ☐ No

If yes, please describe the crime - state nature of the crime(s), when and where convicted and disposition of the case. _____

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)

EDUCATION

School	Name of School/Location	Major Area of Study	No. of Years Attended	Degree Yes/No
High School				
College				
Graduate School				
Bus. or Trade/Voc.				
Other				

Scholastic Honors and Achievements:

High School: _____

College (or other): _____

SERVICE SKILLS

(Check below the skills you have)

- ☐ Assembly ☐ Schematics
- ☐ Welding ☐ Lathe/CNC ☐ Maintenance
- ☐ Grinding ☐ Drill Press ☐ Fork Lift
- ☐ Painting ☐ Measurement Instruments
- ☐ Inspection ☐ Other _____

OFFICE SKILLS

(Check below the skills you have)

- ☐ Ten Key ☐ Shorthand _____ WPM
- ☐ Transcribing
- ☐ Typing _____ WPM
- ☐ Word Processing ☐ Personal Computer
- ☐ Other _____

EMPLOYMENT: List last employer first, including U.S. Military Service.

Employer	Dates Employed		Supervisor's Name	Your Job Title
	From	To		
City, State			Work Performed:	
Telephone	Your Salary			
	Start	End		
May We Contact?				
Reason(s) for Leaving:				

Employer	Dates Employed		Supervisor's Name	Your Job Title
	From	To		
City, State			Work Performed:	
Telephone	Your Salary			
	Start	End		
May We Contact?				
Reason(s) for Leaving:				

Employer	Dates Employed		Supervisor's Name	Your Job Title
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May We Contact?				
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Employer	Dates Employed		Supervisor's Name	Your Job Title
	From	To		
City, State			Work Performed:	
Telephone	Your Salary			
	Start	End		
May We Contact?				
Reason(s) for Leaving:				

If you wish to describe additional work experience, attach the above information for each position on a separate piece of paper.

Explain any gaps in work history: _____

Have you ever been discharged or asked to resign from a job? __Yes __No

If yes, explain: _____

REFERENCES: Give name, address and telephone number of three references who are not related to you.

() - _____.

() - _____.

() - _____.

AGREEMENT:

I hereby certify that the information provided on this application (and accompanying resume, if any) is true and complete to the best of my knowledge and authorize Professional Turf Products to verify the accuracy and to obtain reference information on my work performance. I hereby release Professional Turf Products from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information. I also agree that falsified information or significant omissions may disqualify me from further consideration for employment and may be considered sufficient basis for dismissal if discovered at a later date. I understand that my employment can be terminated, with or without cause, with or without notice, at any time at the discretion of either Professional Turf Products or myself.

Should an offer of employment be made and accepted, I will be required to (1) sign and abide by an employee agreement which contains various obligations including, but not limited to, confidentiality, assignment of patentable inventions, non-competition where permissible, and the like (2) provide proper documentation of legal right to work in the United States as required by the Immigration Reform and Control Act of 1986 (3) successfully pass a Drug and Alcohol test and a pre-employment medical evaluation where appropriate. However, I understand that neither this application, the policies, rules, regulations of employment nor anything said during the interview process shall be deemed to constitute the terms of an implied employment contract between Professional Turf Products and myself.

Any offer of employment is contingent upon successful completion of the aforementioned items.

I have read in full and understand the above statements and conditions of employment.

Signature of Applicant

Date