



6656 Kingman Trail  
Tallahassee, FL 32309  
850-443-6327  
www.underwoodlawns.com

## EMPLOYMENT APPLICATION FORM

### PERSONAL INFORMATION

Name \_\_\_\_\_ Date \_\_\_\_\_  
Current Address \_\_\_\_\_  
Phone Number \_\_\_\_\_ Are you 18 years of age or older? \_\_\_\_\_  
Email Address \_\_\_\_\_ SSN \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Are you prevented from lawful employment in the U.S. because of visa or immigration status? \_\_\_\_\_

### EMERGENCY CONTACT INFORMATION

In case of emergency please notify \_\_\_\_\_ Phone \_\_\_\_\_

### EMPLOYMENT DESIRED

Position applying for:  SPECIALIST  CREW LEADER  FOREMAN  OTHER: \_\_\_\_\_  
Availability?  FULL-TIME  PART-TIME  FULL OR PART-TIME  
If Part-Time, please list your availability \_\_\_\_\_

### EDUCATION BACKGROUND

High School \_\_\_\_\_ Year Completed \_\_\_\_\_  
University/College \_\_\_\_\_ Years Completed \_\_\_\_\_  
Other Education \_\_\_\_\_ Years Completed \_\_\_\_\_  
Subjects of special study or work experience \_\_\_\_\_

### WORK EXPERIENCE

1. Position: \_\_\_\_\_ Name of Organization: \_\_\_\_\_  
 FULL-TIME  PART-TIME  VOLUNTEER  OTHER \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Supervisor: \_\_\_\_\_ May we contact? \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Dates Employed: \_\_\_\_\_  
Duties/Responsibilities: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_
2. Position: \_\_\_\_\_ Name of Organization: \_\_\_\_\_  
 FULL-TIME  PART-TIME  VOLUNTEER  OTHER \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Supervisor: \_\_\_\_\_ May we contact? \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Dates Employed: \_\_\_\_\_  
Duties/Responsibilities: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_
3. Position: \_\_\_\_\_ Name of Organization: \_\_\_\_\_  
 FULL-TIME  PART-TIME  VOLUNTEER  OTHER \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Supervisor: \_\_\_\_\_ May we contact? \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Dates Employed: \_\_\_\_\_  
Duties/Responsibilities: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

**OTHER BACKGROUND INFORMATION**

Have you ever been convicted of a crime? Y\_\_\_\_\_ N\_\_\_\_\_

If yes please explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. \_\_\_\_\_  
\_\_\_\_\_

Have you served in the military? Y\_\_\_\_\_ N\_\_\_\_\_

\*What branch of service \_\_\_\_\_ Honorable Discharge? Y\_\_\_\_\_ N\_\_\_\_\_

Do you have any allergies that will affect your working with plant material? Y\_\_\_\_\_ N\_\_\_\_\_

Underwood Lawn and Landscape has a drug and alcohol policy that would refrain you from using either while on a job or before arriving to work. If hired it is expected that you do not show up to work under the influence of drugs or alcohol. If hired, would you be able to abide by the policy and undergo random drug tests?

Y\_\_\_\_\_ N\_\_\_\_\_

**SPECIAL CONSIDERATIONS FOR GENERAL LANDSCAPE** *(Answers will not disqualify you from consideration)*

Are you able to bend over to lift from the ground? Y\_\_\_\_\_ N\_\_\_\_\_

Are you able to work outdoors in all seasons? Y\_\_\_\_\_ N\_\_\_\_\_

Are you able to do handwork with a shovel, rake, or other tool? Y\_\_\_\_\_ N\_\_\_\_\_

Are you able to handle fuel, insecticides, grass/weed killer, etc.? Y\_\_\_\_\_ N\_\_\_\_\_

Are you able to spend hours on your feet? Y\_\_\_\_\_ N\_\_\_\_\_

Are you able to extend your work hours to complete a job? Y\_\_\_\_\_ N\_\_\_\_\_

If you answered NO to any of the questions above, please explain why here: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe landscaping experience (lawn and landscape installations, irrigation, maintenance, pruning, edging, weed-eating, planting, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe equipment you are familiar with and have used (mowers, trimmers, hedge trimmers, blowers, pruning tools, etc.): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DRIVING INFORMATION**

Do you have a valid Driver's License? Y\_\_\_\_\_ N\_\_\_\_\_

Driver License # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Do you have reliable transportation to and from work? Y\_\_\_\_\_ N\_\_\_\_\_

Are you insurable for driving? Y\_\_\_\_\_ N\_\_\_\_\_

Have you had any accidents during the past three years? Y\_\_\_\_\_ N\_\_\_\_\_ How many? \_\_\_\_

Have you had any moving violations during the past three years? Y\_\_\_\_\_ N\_\_\_\_\_ How many? \_\_\_\_

Do you have experience driving and backing up trailers? Y\_\_\_\_\_ N\_\_\_\_\_

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**PLEASE READ CAREFULLY**

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**APPLICANT STATEMENT**

I certify that the facts contained in this application are true and to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal. I authorize investigation of all statements contained herein and give you any and all information concerning my previous employment and any pertinent information they may have, and release all parties from any liability for damage that may result from providing this to you.

I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without prior notice and without cause. I understand that Underwood Lawn and Landscape is a substance free workplace and that as an employee or as a contract I will be subject to alcohol and/or drug testing as required by corporate policy.

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.

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

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SIGNATURE OF APPLICANT

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DATE SIGNED

Thank you for completing this application form and for your interest in our business.  
Please email your completed application to [josh@underwoodlawns.com](mailto:josh@underwoodlawns.com)



Joshua Underwood – Owner • Phone: 850-443-6327

Web: [www.underwoodlawns.com](http://www.underwoodlawns.com) • Email: [josh@underwoodlawns.com](mailto:josh@underwoodlawns.com)