

East Coast Green, Inc.

2629 McDowell Road
St. Thomas, PA 17252
Phone: 717-369-4995
Fax: 717-369-2482

Website: www.eastcoastgreen.net

Application for Employment

Date: _____ Position Applied For: Laborer Driver/CDL Operator Foreman
 Other: _____

Name: _____ Telephone: (____) _____ Email: _____

Current Address, City, State and Zip Code

Are you currently employed? Yes No On what date are you available to start work? _____

Please explain your desired starting wage range? Low \$ _____ per hour to High \$ _____ per hour

Check one of the boxes below to explain your availability to work

I'll work any hours; any time (do not fill out box below) I can ONLY work WITHIN the times below

On a daily basis, write in the earliest possible time you are available to report for work and the latest you could remain at work until finished. If any day is no good, write "none" in the box for that day. Schedule changes and overtime are mandatory.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Starting Time	am	am	am	am	am	am	am
Ending Time	pm	pm	pm	pm	pm	pm	pm

East Coast Green, Inc. maintains a large customer base covering a large geographic area. Some work requires you to travel and stay at these jobs for periods ranging from days to months. Are you available to travel to jobs for (Yes/No) _____ Days, _____ Weeks _____ Months? You are compensated for travel over and above your hourly wage.

Read each workplace notice then initial at the left to acknowledge your understanding

- Shifts can be from 8 to 12 or more hours depending on the location and type of work being done at the job site. It is common for overtime to be required. Overtime is paid after 40 hours in one week. Consider personal time, obligations for travel and work shifts before applying.
- Physically demanding and repetitive work is performed outdoors in the elements without exception during all seasons. It is highly unlikely work would be cancelled or delayed for weather related reasons. Always report to work unless supervisor says otherwise. Always be dressed appropriately for safety, elements and environment.
- The Company has a ZERO TOLERANCE drug free workplace. Employees are subject to drug testing for any or no reason once employment is accepted. Failure to produce samples or negative test will result in immediate dismissal.
- All new hires MUST provide a current negative drug test.
- All new hires MUST provide current security clearances; including Criminal Record Check, Child Abuse Clearance and FBI Federal Criminal History Record (fingerprinting).
- All new hires with a valid driver's license MUST provide a current Medical Card.

References: List the Name, Address, and Telephone Number of three (3) references who are not relatives, current or former employers. By listing references, you give us permission to contact these references and ask questions about your experience, background, and other factors we believe are essential to the position.

Name	Relationship	Address	Phone #
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Name	Relationship	Address	Phone #
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Name	Relationship	Address	Phone #
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Do you know anyone who works for East Coast Green, Inc.? ___ Yes ___ No If "Yes", _____ <div style="text-align: right;">Name(s)</div>

Education

School	Name and Location of School	Course of Study	No. of Years Completed	Did you Graduate? (Yes or No)	Degree or Diploma
Graduate					
College					
Business/Trade/Technical					
High School					
Elementary					

Military: Did you serve in the U. S. Armed Forces? ___ Yes ___ No If "Yes", in what Branch? _____ Describe any training received relevant to the position for which you are applying. _____ _____

List the landscaping or commercial construction equipment machines you operated where you have the MOST experience:

Are you authorized to work in the United States? Yes No If hired, proof of eligibility will be required.

In the last five (5) years have you pled guilty, no contest or been convicted of a crime? Yes No

If the above answer is "yes", would your offense or conviction(s) affect the ability to perform the position for which you are applying?

Not Sure Yes No

If "Yes" for either answer, list date(s) of conviction(s), nature of offense(s) and sentence(s) imposed. Use separate sheet if necessary. NOTE: A conviction record will not necessarily disqualify you from consideration for employment.

Have you ever plowed snow? Provide details: _____

Do you have an active Pennsylvania or out of state Driver's License? Yes No If yes, please fill in the following:

Have you had any accidents during the past three years? Yes No If yes, how many? _____

Have you had any moving violations during the past three years? Yes No If yes, how many? _____

Do you have any travel restrictions? Yes No If yes explain: _____

Do you have a Commercial Driver's License (CDL)? Yes No Class _____ Endorsements: _____ # Years Exp: _____

Without CDL, have you driven a truck? What kind: _____ Do you drive standard transmission? Yes No

Employment History

List the last three employers you had beginning with the most recent:

Employer: _____	Address: _____		
Telephone Number: _____	Your Position: _____	Last Salary or Rate/ Hour : _____	
Supervisor: _____	Start Date: _____	Finish Date: _____	May we contact this Company? <input type="checkbox"/> Yes <input type="checkbox"/> No
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

Reason You Left: _____			

Employer: _____	Address: _____		
Telephone Number: _____	Your Position: _____	Last Salary or Rate/ Hour : _____	
Supervisor: _____	Start Date: _____	Finish Date: _____	May we contact this Company? <input type="checkbox"/> Yes <input type="checkbox"/> No
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

Reason You Left: _____			

Employer: _____ Address: _____

Telephone Number: _____ Your Position: _____ Last Salary or Rate/ Hour : _____

Supervisor: _____ Start Date: _____ Finish Date: _____ May we contact this Company? Yes No

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Reason You Left: _____

EMERGENCY CONTACT INFORMATION:

NAME _____ RELATIONSHIP _____ PHONE _____

Briefly explain why you want to work for our company and what your long term goals will be in our company.

Please use this space to provide any additional information you may feel is relevant to your employment application.

EAST COAST GREEN, INC. IS AN EQUAL OPPORTUNITY EMPLOYER

Employment decisions are made without regard to race, color, religion, gender, sexual orientation, sexual preference, national origin, citizenship, age or disability. Only candidates meeting our experience requirements will be contacted for further consideration.

APPLICATION ACKNOWLEDGMENT

I submit this application freely and willingly as a gesture of my interest in employment. I declare the information I provided herein is true, complete and represents an accurate statement of facts. If hired, I agree to abide by all policies and rules whether written, verbal or otherwise during my course of employment. If selected, I will be employed on an "at will" basis and either I or my employer will have the right to end our employment relationship at any time with or without notice or for any or no reason whatsoever. I understand any offer of employment or continued employment is not guaranteed for any length of time. I authorize an investigation of all statements contained in this application now and during the course of my employment. I understand that any misrepresentation or omission of facts is cause for dismissal at any time without any previous notice. Any corrections I wish to make to the information included herein must be submitted in writing. I hereby give East Coast Green, Inc. or their assigns full permission to contact schools, all previous employers (unless otherwise indicated), references and others and hereby release the employer from any liability as a result of such contact or references on my behalf.

Signature of applicant: _____ **Date:** _____

Thank you for completing this employment application.