



# Scott Lakes Properties

Established in 2006

# EMPLOYMENT APPLICATION

Thank you for your interest in joining Scott Lakes Property Company Inc.

Please complete all sections of this application.

Incomplete applications may not be considered.

### POSITION(S) APPLIED FOR:

- Maintenance Assistant
- Groundskeeper

- Senior Groundskeeper
- Head Groundskeeper

DATE OF APPLICATION:

\_\_\_\_\_

### PERSONAL INFORMATION

Full Legal Name: \_\_\_\_\_

Preferred Name (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Are you at least 18 years of age?  Yes  No

Are you legally authorized to work in the United States?  Yes  No

Do you possess a valid driver's license?  Yes  No

Driver's License Number: \_\_\_\_\_

Driver's License State: \_\_\_\_\_

Do you have reliable transportation?  Yes  No

Do you own or regularly have access to a truck?  Yes  No

### EMPLOYMENT INFORMATION

Type of Employment You Are Seeking:

- Full-Time Year-Round
- Seasonal
- Either

Date Available to Begin: \_\_\_\_\_

Desired Hourly Wage: \_\_\_\_\_

Available to work weekends (Thu-Sun)?  Yes  No

Willing to work overtime when necessary?  Yes  No

Willing to work outdoors in varying weather conditions?  Yes  No

Willing and able to lift up to 75 pounds?  Yes  No

### EXPERIENCE & QUALIFICATIONS

How many years of groundskeeping, landscaping, maintenance, construction, or related experience do you have?

- None
- Less than 1 Year
- 1-3 Years
- 3-5 Years
- 5-10 Years
- 10+ Years

Please describe any handyman or relevant experience:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please indicate equipment you are experienced operating:

- Push Mowers
- String Trimmers
- Trailers
- Dump Trucks
- Tractors
- Zero-Turn Mowers
- Leaf Blowers
- Snow Removal Equipment
- Backhoes
- Other: \_\_\_\_\_
- Commercial Mowers
- Chainsaws
- Skid Steers
- Bulldozers

Do you have previous supervisory or management experience?  Yes  No

If yes, please describe:

\_\_\_\_\_  
\_\_\_\_\_

Please describe any equipment maintenance or repair experience:

\_\_\_\_\_  
\_\_\_\_\_

Please list any certifications, licenses, specialized training, or trade skills:

\_\_\_\_\_  
\_\_\_\_\_

### EMPLOYMENT HISTORY Please list your most recent employment first.

#### EMPLOYER #1

Company Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ to \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Primary Duties and Responsibilities:

\_\_\_\_\_  
\_\_\_\_\_

#### EMPLOYER #2

Company Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ to \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Primary Duties and Responsibilities:

\_\_\_\_\_  
\_\_\_\_\_

#### EMPLOYER #3

Company Name: \_\_\_\_\_

Position Held: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Dates Employed: \_\_\_\_\_ to \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Primary Duties and Responsibilities:

\_\_\_\_\_  
\_\_\_\_\_

### ADDITIONAL QUESTIONS

Why are you interested in working for Scott Lakes Property Company Inc.?

\_\_\_\_\_  
\_\_\_\_\_

What experience or skills make you a strong candidate for this position?

\_\_\_\_\_  
\_\_\_\_\_

What do you believe are the most important qualities of an excellent groundskeeper?

\_\_\_\_\_  
\_\_\_\_\_

### PROFESSIONAL REFERENCES

Please list three professional references who are not related to you.

#### REFERENCE #1

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

#### REFERENCE #2

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

#### REFERENCE #3

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### APPLICANT CERTIFICATION

I certify that the information provided in this application is true, complete, and accurate to the best of my knowledge. I understand that any misrepresentation, omission, or falsification may result in the rejection of my application or termination of employment if hired.

I authorize Scott Lakes Property Company Inc. to verify information provided in this application and to contact references and previous employers for employment-related purposes.

Applicant Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_