

**APPLICATION FOR EMPLOYMENT
 BELKNAP LANDSCAPE CO., INC.
 (PLEASE PRINT PLAINLY)**

Prospective employees will receive consideration without discrimination of race, creed, color, sex, age, natural origin, handicap or veterans status.

LAST NAME: FIRST: MI: SS #:

STREET ADDRESS: HOME PHONE:

CITY, STATE, ZIP: BUSINESS PHONE:

DRIVERS LICENSE # STATE TYPE EXPIRATION DATE

Has license ever been suspended? If yes, when and reason

Are you at least 18 years of age? If no, can you provide a NH Youth Employment Certificate?

Have you ever been convicted of a crime? If yes, what year and crime?

PLEASE NOTE- A conviction on your record does NOT automatically disqualify you from employment with the company.

HAVE YOU APPLIED FOR EMPLOYMENT WITH BLC BEFORE? WHEN?

Position Applied for?

EDUCATION	NAME & LOCATION OF SCHOOL	COURSE OF STUDY	NUMBER OF YRS COMP	GRADUATE?	DEGREE/ DIPLOMA
------------------	--	----------------------------	-------------------------------	------------------	----------------------------

COLLEGE

TECHNICAL

HIGH SCHOOL

MEMBERSHIPS IN PROFESSIONAL OR CIVIC ORGANIZATIONS (exclude those which may disclose your race, color, religion or national origin)

SKILLS or QUALIFICATIONS that you feel would especially fit you for work with the company:

POSITION DESIRED:

Date you can start?

REFERRED BY:

INTERNAL USE ONLY

**MGR. INITIALS
 INTERVIEW DATE:
 HIRED:
 COMMENTS:**

**START DATE:
 START RATE:
 POSITION:
 EE TYPE: (CIRCLE ALL THAT APPLY)
 YEAR-ROUND SEASONAL TEMP
 FT PT**

BELKNAP LANDSCAPE CO., INC.

Give a complete full-time and part-time employment record. Start with present employer. Attach other sheets if necessary.

Company Name	Telephone ()	
Address	Employed (Mo/Yr.) From	To
Name of Supervisor	Weekly Pay Start	Last
Job Title and Work Description	Reason for Leaving	
Can we contact this employer?	Yes	No

Company Name	Telephone ()	
Address	Employed (Mo/Yr.) From	To
Name of Supervisor	Weekly Pay Start	Last
Job Title and Work Description	Reason for Leaving	
Can we contact this employer?	Yes	No

Company Name	Telephone ()	
Address	Employed (Mo/Yr.) From	To
Name of Supervisor	Weekly Pay Start	Last
Job Title and Work Description	Reason for Leaving	
Can we contact this employer?	Yes	No

REFERENCES (Professional)			
NAME	RELATIONSHIP	YEARS KNOWN	TELE #

IN CASE OF EMERGENCY PLEASE CONTACT:
Address: _____ PHONE: _____ RELATIONSHIP: _____

PHYSICAL RECORD: DO YOU HAVE ANY PHYSICAL CONDITION, WHICH MAY LIMIT YOUR ABILITY TO PERFORM THE JOB FOR WHICH YOU ARE APPLYING?
IF YES, EXPLAIN:

The information provided in this application is true, correct and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal.

I understand that acceptance of an offer of employment does not create a contractual obligation upon BELKNAP LANDSCAPE CO. INC. or its subsidiaries to continue to employ me in the future.

I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from liability for any damage that may result from furnishing same to you.

DATE _____ SIGNATURE _____

Thank you for your interest in Belknap Landscape Company, Inc. (BLC). BLC is an equal opportunity employer. At BLC, we value quality and commitment, and take pride in the team of employees we have on staff. BLC is a *full-service landscape company*, which indicates that we have several areas of specialty.

In an effort to best match your talents and areas of interest with our needs, please take a moment to read over the following division descriptions and indicate which team(s) you would like to learn more about or potentially join. Please rank the Team you wish to join in numeric order (1,2,3, etc.), with “1” being the team you’re most interested in and continue from there.

CONSTRUCTION DIVISION

This division is responsible for “creating” the landscape for our clients. Below are the many teams that make up this division.

_____ **Sitework Team**

Responsible for performing all drainage, hardscape base preparation and demolition prior to installing a landscape.

_____ **Hardscapes Team**

Responsible for installing brick and concrete pavers, and natural stone for the use on patios and walkways, along with some natural stone for dry-laid walls. Interact with Softscapes Team.

_____ **Masonry Team**

Responsible for installing concrete and mortar for chimneys and building veneers. General masonry duties include landscape masonry such as dry-laid and masonry walls, walkways and landings.

_____ **Softscapes Team**

Responsible for installation of plants, lawns and mulch in order to increase the visual appeal of a property.

IRRIGATION/LIGHTING DIVISION

This Division is a support to the Construction and Maintenance Divisions, as well as creating and maintaining it’s own clients. Both Irrigation and Lighting Teams require heavy lifting, trenching, small equipment operations and some climbing.

_____ **Irrigation Team**

Responsible for the use of underground pipes and sprinkler heads to water lawns and/or plants. This team is responsible for installing and maintaining rotor, spray and drip irrigation, along with controllers and other mechanics.

_____ **Lighting Team**

Responsible for the use of low-voltage equipment to illuminate a landscape at night. This team installs and maintains 12-volt lighting fixtures and transformers.

MAINTENANCE DIVISION

This division is responsible for “maintaining” the landscape for our clients. Below are the various teams that make up this division.

_____ **Mowing Team**

Responsible for the weekly mowing, weeding, weed whacking and general cleanliness of BLC’s client properties. May be responsible for occasional specialty items.

_____ **Specialty Team**

Responsible for, but not limited to, spring and fall cleanups, edging, mulching, pruning, weeding and mowing as needed.

_____ **Enhancement Team**

Responsible for installing both annual and perennial color to a landscape. This team also maintains these plantings (fertilizing, weeding, watering, dead-heading, etc.) as required.

_____ **Lawn and Plant Care Team**

This division is responsible for the health of our clients’ lawns and plants. This division also applies fertilizer, lime, collects soil samples and applies liquid and granular pesticides. This division is also responsible for completing a variety of plant winterization techniques.

_____ **Tree Care Team**

Responsible for all aspects of tree service. Our Tree Division is classified as Urban Forestry and all team members are trained in and perform various duties that may include but are not limited to climbing, chipping, clean-up and crane work.

SNOW REMOVAL DIVISION

This division is responsible for cleaning up and maintaining client accounts during and after storms during the Winter season.

_____ **Plowing Team**

Use of various equipment for clearing and removing snow from parking lots and driveways (plow trucks and other heavy equipment such as loaders, skidsteers, etc.).

_____ **Sanding Team**

Use of truck-mounted sanders to ensure slick surfaces are treated as necessary.

_____ **Walkway Team**

Responsible to ensure clear walkways and hard to reach areas as well as roofs by using shovels, roof rakes and snowblowers as appropriate. Manual sanding also necessary to ensure slick surfaces are treated.