



Layton's Home For Funerals

Part-Time Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

_____ *City State ZIP Code*

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Date of Birth: _____

Driving and Criminal Background

Do you have a valid Driver's License? YES NO Have you had any driving infractions? YES NO

If yes, explain: _____

I will give permission for a Driver's Abstract to be obtained on my behalf: YES NO

Driver's License # _____ Expires: _____

Have you ever been convicted of a felony and/or misdemeanor charge: YES NO

If yes, explain: _____

Current Position Available Job Requirements

Basic Duties: General landscaping including but not limited to: weeding, trimming, as well as spring and fall plantings as directed; help with snow removal; vehicle washing and waxing; building maintenance and cleaning: such as, vacuuming, mopping, dusting, garbage removal, painting, etc. Local driving as needed for errands and deliveries. Some moderate lifting is also required.

After reading the above job requirements, are you able to perform the essential job functions of the position you are applying with or without reasonable accommodations? YES NO

If no, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional or personal references.

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release of employment.*

Signature: _____ Date: _____