



Ayles

Natural Landscaping Ltd.

The Natural Approach

**1082 Coverdale Road, Riverview, New Brunswick
Canada E1B 5G5**

email: info@aylesnaturallandscaping.com

www.aylesnaturallandscaping.com

**Team Player Employment Application
Our Biggest Asset are the RIGHT People**

Mission

“Building Relationships into your Landscape”

Vision

**“To Positively Impact our Clients and the Environment
through our Team of Landscape Professionals”**

Core Values

P-R-A-I-S-E

Ayles Natural Landscaping Ltd.
An Equal Opportunity Employer

Date: _____

DO NOT WRITE HERE (Corporation Use Only)

Application Accepted by: _____ Logged by: _____

Interview Date / Time: _____ Date of Employment: _____

Rate of Pay: _____ Referral: _____

Position: _____ Employee #: _____

PERSONAL DATA

Name: _____
Last First Middle

Social Insurance Number: _____ Telephone: _____

Present Address: _____
Apt. Civic Number Street

City Province Postal Code

Email: _____

Are You a Canadian Citizen? Yes No

Do you hold a valid driver's licence? Yes No

Are you over 16 and less than 65 years of age? Yes No

Date of Birth _____
Month / Day / Year

JOB INFORMATION

Position preferred: Laborer Clerical Operator Group Leader/Foreman

Expected Rate of pay: _____ Date available: _____

Are you currently employed? Yes No

If yes, may we refer to your current employer? Yes No

Have you ever worked for **Ayles Natural Landscaping Ltd.** before? Yes No

If yes, When: _____ Position: _____

Reason for Leaving: _____

Applying for: Full time Part time Sub-Contracting Seasonal
 Summer Placement Other: _____

What are your expected weekly hours of work? _____

Do you have a reliable means of transportation? Yes No

EDUCATION

	School / Address	Date Graduated	Major / Minor	Degree
High School				
College				
University				
Technical				

Special Skills or Training:

WORK HISTORY / EXPERIENCE

	Employer	Position	Start Date	End Date
1.				
2.				
3.				
4.				
5.				

Please utilize the following space for any additional information in which you may feel would contribute to your overall success for the position applied.

REFERENCES (Do not list relatives)

	Name & Address	Telephone	Years Known
1.			
2.			
3.			
4.			

Have you ever been convicted of a crime (Excluding Traffic or Minor Violations)? Yes No
 If yes, Please explain: _____

It is standard procedure to perform a criminal record check prior to any offer of employment.

MEDICAL INFORMATION

Ayles Natural Landscaping Ltd. requires that each employee is physically qualified to perform the tasks required by the job. As a condition of employment each employee may be required to take a physical examination as necessary for the safety and welfare of the employee or fellow employees.

Do you have any disabilities? Yes No

If yes, Please explain: _____

Have you ever been compensated for a work related injury? Yes No

If yes, Please explain: _____

Are you currently, or have you in the last 6 months been in the care of a physician? Yes No

If yes, Please explain: _____

Ayles Natural Landscaping Ltd. requires that each employee is free from the effects of drugs or alcohol while performing the tasks required by the job. As a condition of employment, each employee may be required to take a drug screening test at the time of employment, or at any other time at the discretion of the company. Each applicant must also answer and agree to the following:

I have taken the following prescription or non-prescription drugs during the past 30 days:

I hereby consent to a pre-employment drug and alcohol screening test, if requested, and certify that, to the best of my knowledge, the foregoing answers are complete and correct. I understand and agree that any omission of this record may be cause for disqualification of my application, or termination. Furthermore, if employed, I hereby authorize **Ayles Natural Landscaping Ltd.** to require me to take drug and alcohol screening tests in accordance with the current Company policy covering drug and alcohol abuse. I understand that my refusal to take drug screening tests as required by the current Company policy shall result in my immediate discharge.

X

Signature

Date

PERSONNEL QUESTIONNAIRE

1. What type of work did you do in your last job?

2. Why did you leave your last job?

3. What would you change about your previous supervisor's management style?

4. What would you like to be doing 3 years from now?

5. What are your strong points as related to the workplace?

6. List the specific skills you have as related to the job you are applying for?

7. Are there any restrictions on the hours you are available to work?

8. Place check the box next to the type of work in which you are most experienced with (maximum of 2):

- | | |
|---|--|
| <input type="checkbox"/> Landscape Maintenance | <input type="checkbox"/> Construction Labor |
| <input type="checkbox"/> Landscape Installation | <input type="checkbox"/> Construction Equipment Operator |
| <input type="checkbox"/> Other (specify): _____ | |

9. What specific types of equipment are you experienced with?

10. Do you have a current New Brunswick Driver License? Yes No

Licence #: _____ Driving Class: _____

11. Using the space below in 75 words or less describe how you think M&M candies are made:

12. Do you feel that you are a team player and if so describe yourself:

Thank You.

STATEMENT AND SIGNATURE

In Completing and submitting this application I understand and agree: That any misstatement of facts will be sufficient reason for immediate withdrawal of this application or, in the event of employment, be cause for termination. That my previous employers may be asked for information concerning my employment, character, ability and experience. That no question on this application has been answered in such a manner as to disclose my sex, race, color, religion, or national origin. That if employed , I may be required to furnish proof of age by birth certificate. I agree to abide by all rules/regulations set forth by Ayles Natural Landscaping Ltd. . That Ayles Natural Landscaping Ltd. shall be entitled to receive reports concerning injury or illness from attending physicians and/or practitioners in which Ayles Natural Landscaping Ltd. may find crucial to the over all performance of the position in which you are applying.

X

Signature

Date

Official Hiring Process

- 1. Expression of Interest**
- 2. Resume Review**
- 3. Application Completion and Review**
- 4. Interview #1 with Business/Division Manager-to determine Likeability and Values**
- 5. Driver's Licence Copy**
- 6. Drivers Abstract**
- 7. Interview #2 with Operations Team – minimum 3**
- 8. Criminal Record Check**
- 9. Letter of Offer / Positional Contract**
- 10. Orientation**
- 11. PPE Sign off Sheet**

Logged By: _____
