



## Application for Employment 2019

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: (mandatory) \_\_\_\_\_

EMAIL: \_\_\_\_\_

### **Cedar Rim Nursery is a customer orientated, fast paced environment.**

\*All of the staff at Cedar Rim Nursery enjoy diverse physical activity, being part of a dynamic team, and working closely with the public.

\* All positions are customer service positions. There are no exceptions to this so please note that you are filling out an application for a sales/service position in a retail establishment.

### **ALL CEDAR RIM NURSERY EMPLOYEES ARE FLEXIBLE IN THEIR AVAILABILITY, THIS INCLUDES EVENINGS AND WEEKENDS.**

- Are you available evenings and weekends? yes no  
All Cedar Rim Nursery staff must be able to work weekends & holidays
  - Are you available **ALL** weekends in April & May (including Mother's Day & the Easter & May Long Weekends) yes no  
If not which ones are you available: \_\_\_\_\_
  - Are you available June 22<sup>nd</sup> & 23<sup>rd</sup> yes no
  - Are you in good physical and mental health? yes no  
As this is a fast paced environment this is important. If no give particulars \_\_\_\_\_
- 
- Are you bondable? yes no
  - Have you ever worked for a similar business? yes no  
If Yes which one? \_\_\_\_\_
  - Please rate your computer skills on a scale of 1 to 10 \_\_\_\_\_

We kindly request that you continue to fill out this application **ONLY** if you feel that you would fit into this kind of environment.

Please check off **2 areas** which areas you are interested in. Read the selections carefully.

**Note: A willingness to learn is the most important credential. All positions are customer service sales positions and will focus on helping customers. Previous experience is an asset but not required.**

## **Most Jobs Commence February 4, 2019**

### **Annual & Perennial Sales Associate - Part Time or Full Time – Term: February - early November**

This position involves selling annuals & perennials, pricing, stocking, watering, cleaning plant material and keeping the sales area clean and tidy. Providing plant selection, advice on care and planting and container gardening ideas to customers are also involved in this position. Key requirements for the position are an interest in perennials & annuals as well as strong customer service skills and physical strength. Those who work out the greenhouses agree to work weekends and evenings, and have an understanding that this job requires working in a physical environment that can be very warm, humid and very fast paced. It is a position that requires a lot of walking, bending and the use of ladders. Only those with strong customer skills, the ability to learn and retain information quickly and those who can work in physical and fast paced environments will be considered. **Individuals applying for this position must be available weekends and evenings. Wage starts at \$14.50/hr**

### **Nursery Sales Associate - Part Time or Full Time - Term: March – Early November**

This position involves assisting homeowners and landscapers with the selection and purchase of plant material, keeping the sales yard clean and organized, ensuring all plant material has signs, displaying and organizing new product and observing the yard for water levels as well as pest issues. Knowledge of trees, shrubs and evergreens as well as strong customer service skills and physical strength are assets. **This position requires heavy lifting** and the ability to learn the plant material quickly. Nursery Sales associates must be able to lift items that weigh 30lbs repeatedly and be able to work outdoors all season long. A large portion of this job requires helping homeowners choose plants for their landscape. Staff will be required to learn all of the tree material we sell, and be able to make recommendations for homeowners so the ability to learn quickly is essential. Knowledge of a second language is an asset. **Individuals applying for this position must be available weekends and evenings and have previous sales experience. Wage is dependant on experience.**

### **Cashier – Part Time or Full Time - Term: February – Early November**

This position involves processing customer sales at the cash register as well as keeping the front end of the store neat and tidy. Cashiers must have cash and/or computer experience preferably in a retail environment with exceptional customer skills. Lifting up to 30lbs is required. Second language is an asset. Must be willing to be outside in any weather. **Individuals applying for this position must be available weekends and evenings and have previous cashier experience. Wage starts at \$14.50/hr**

### **Fashion & Giftware Part-Time Sales Associate - Term March – Early Summer**

This position specializes in fashion and home & garden décor. Customer service skills must be very strong. Position involves dusting, merchandising, and selling as well as general assistance in cashiering, pottery and Tropical plants. Previous experience in retail fashion is an asset. Cashier duties are to be expected. **Individuals applying for this position must be available weekends and evenings. Wage starts at \$14.50/hr**

### **Customer Service: Carry Outs- Part Time or Full Time - Term: March – October**

This position involves assisting homeowners and landscape customers with loading their vehicles, keeping the parking lot free of carts & keeping the store neat & tidy. Applicant must have exceptional customer service skills. This position requires repetitive heavy lifting (30lbs). Must be willing to work full shifts outside in any weather. **Individuals applying for this position must be available weekends and evenings. Wage starts at \$14.50/hr**

### **Irrigation Technician & General Maintenance – Full Time – Term: Year Round**

Duties include (but are not limited to): Installing & maintaining irrigation systems, minor greenhouse repairs, minor machinery repairs, general store maintenance, loading & offloading trucks (palletized & loose material), pick-up and delivery of plant material. Includes operation of a variety of equipment such as Bobcat, forklift, tractors & excavators. Valid Class 5 BC Driver's license is required. This is a highly physically demanding job that requires heavy lifting. **Individuals applying for this position must be available weekends and evenings. Wage is dependant on experience.**

### **Nursery Production – Full Time – Term: February- end of June**

This is a highly physically demanding job that requires heavy lifting. This is a hands-on position within our nursery. Duties include weeding, pruning and planting plants and loading and unloading trucks. **Wages start at \$14/hr**

### **Field Worker- Full Time**

Starting February 1<sup>st</sup>. No experience necessary. Duties include planting, digging trees, and weeding. Must be willing to work full shifts outside in any weather. Heavy lifting, bending and reaching required. \$12.65 / hr. May pay bonus.

**AVAILABILITY**

**What type of employment are you seeking?**

Part Time (Minimum of 15 hours/week and must be available on weekends and evenings.)

Full Time (Must be able to work weekends and evenings.)

How many hours/week do you prefer? \_\_\_\_\_

Are you a Student? \_\_\_\_\_

If you are a University Student please enter your school finish date here: \_\_\_\_\_

When can you start? \_\_\_\_\_

If you work at another business, how far in advance to you receive your schedule? \_\_\_\_\_

If you are currently employed elsewhere how much notice would you give to your current employer?  
\_\_\_\_\_

Please indicate any days or times you are **NOT** available by checking the box  
Times left blank will be considered your availability

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
pre-9am	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9am	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10am	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11am	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9pm	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Education:**

- High School \_\_\_\_\_ Grade/Graduation Year \_\_\_\_\_
- College/University/Technical School \_\_\_\_\_
- Program / Degree \_\_\_\_\_ Year of Graduation \_\_\_\_\_

**Employment History**

Most recent Position	
Previous Employer	
Former Supervisor	
Employed From	( Month/Year)
Employed to:	( Month/Year)
Position:	
Reason for Leaving:	

2 <sup>nd</sup> Most Recent/Relevant Position	
Previous Employer	
Former Supervisor	
Employed From	( Month/Year)
Employed to:	( Month/Year)
Position:	
Reason for Leaving:	

### References:

We require a minimum of two occupation references & current phone numbers, as well as information on your last employer. Personal references are not required. Please ensure that the information is up to date as we check references before interviews are granted.

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Occupation: \_\_\_\_\_ City: \_\_\_\_\_

Relation to applicant: \_\_\_\_\_

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Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Occupation: \_\_\_\_\_ City: \_\_\_\_\_

Relation to applicant: \_\_\_\_\_

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Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Occupation: \_\_\_\_\_ City: \_\_\_\_\_

Relation to applicant: \_\_\_\_\_

Please write a brief paragraph telling us about your background, work experience or interests that would be relevant to the position you are applying for. Please keep in mind all positions are for RETAIL WHERE CUSTOMER SKILLS ARE HIGHLY VALUED. Also, please include your WAGE EXPECTATION. This paragraph is a REQUIRED part of this application and MUST BE COMPLETED.

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**Please Note:**

**We WILL NOT consider any applications that have Omitted the above paragraph.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Only applicants that are being considered for an interview will be contacted. Thank you for taking the time to fill out this application.**



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