

# ArborTech

"TREE REMOVAL EXPERTS"

## Employment Application

### General Information

Name: \_\_\_\_\_  
First
Middle
Last

Address: \_\_\_\_\_  
Street/RFD/Box
City/Town
State
Zip Code

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

Primary Phone: \_\_\_\_\_  Mobile  Home    Secondary Phone: \_\_\_\_\_  Mobile  Home

Date of Birth: \_\_\_\_\_ Are you under 18 years old?  Yes  No

Position applying for:     Admin.  Sales  Crew Leader  Bucket Operator  Climber  Groundmen  Driver  Crane Operator

### Education History

	<u>Last Grade Completed</u>	<u>Diploma/Degree Earned</u>
1. _____		
2. _____		
3. _____		

### Employment History

<u>Company</u> <small>(name location, supervisor, contact number)</small>	<u>Position</u>	<u>Dates Held</u>	<u>Reason for Leaving</u>
1. _____			
2. _____			

### References (two professional and one personal)

<u>Name</u>	<u>Occupation</u>	<u>Contact Information</u>	<u>Relationship</u>
1. _____			
2. _____			
3. _____			

### Experience

Check applicable boxes, give description if applicable including years of experience if applicable:

#### Administrative

- Handling incoming business calls, describe: \_\_\_\_\_
- Making outgoing business calls, describe: \_\_\_\_\_
- Data entry, describe: \_\_\_\_\_

Bookkeeping, describe: \_\_\_\_\_

Computer skills, list hardware and software: \_\_\_\_\_

*Production*

Groundworker, list experience: \_\_\_\_\_

Tree climbing, list techniques: \_\_\_\_\_

Chain saw use, describe: \_\_\_\_\_

Chipper use, list make/models: \_\_\_\_\_

Plant health care/spraying, describe: \_\_\_\_\_

Other (i.e. line clearance, crane removals, brush cutting, stump grinding), list experience: \_\_\_\_\_

*Training/Qualifications/License*

Do you have a Clearing House account?  Yes  No This allows a CDL background check to be processed quickly.

Tree Care Academy qualifications, list: \_\_\_\_\_

EHAP qualified/trained, when: \_\_\_\_\_

Crew Leader qualification, number: \_\_\_\_\_

Certified Tree Worker, number: \_\_\_\_\_

Certified Arborist, number: \_\_\_\_\_

Certified Tree Care Safety Professional: \_\_\_\_\_

State Arborist/Tree Expert License, number: \_\_\_\_\_

State Pesticide Applicator License, number: \_\_\_\_\_

First Aid/CPR certificate, expiration date: \_\_\_\_\_

Other, describe: \_\_\_\_\_

*Driver Skills/Qualifications*

I have a valid:  CDL A License  CDL B License  Private Driver's License

Do you have a valid DOT medical card?  Yes  No If yes, expiration date: \_\_\_\_\_

Valid Driver's license state number: **MUST BE PROVIDED AT INTERVIEW** \_\_\_\_\_

Years of experience driving a CDL A truck: \_\_\_\_\_

Years of experience driving a CDL B truck: \_\_\_\_\_

Years of experience driving a CML vehicle (over 10,000 GVWR): \_\_\_\_\_

I have driven a chip truck/tower chipper, list years of experience: \_\_\_\_\_

I have drive a bucket truck/towed chipper, list years of experience: \_\_\_\_\_

I have been in a commercial vehicle accident in the past three years. List those accidents including type of accident, fatalities and injuries to others (do not list injuries to yourself):

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

- Yes, I have been denied a license, permit, and/or privilege to operate a motor vehicle. Explanation: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- Yes, I had a license, permit, and/or privilege to operate a motor vehicle suspended and/or revoked. \_\_\_\_\_  
 Explanation: \_\_\_\_\_  
 \_\_\_\_\_

Note: Federal DOT regulations require checks on all drivers. Attach an additional sheet if more space is needed to list accidents and/or provide explanation.

**Application Verification and Acknowledgement – Please Read Carefully**

Ability to Perform Essential Functions of the Job (all production positions): All production positions are physically demanding. Entry-level employees in these positions are expected, within a reasonable time after they commence employment, to be able to do tree work. This work includes climbing trees and removing tree limbs using various hand and power tools on a continuous basis during an eight to ten-hour shift; removing and disposing of tree limbs using various mechanized tools, which can require bending, lifting, and carrying from 50 to 100-pound loads, manually climbing trees and ability to safely determine and maintain minimum separation from live overhead power lines. Entry-level employees may also be required to obtain state licenses to apply pesticides and engage in duties that require exposure to various chemicals and pesticides. Are you physically able to safely perform these job duties with or without a reasonable accommodation? Yes No

**Employment “at will” agreement:** In consideration of my employment, I agree to conform to the employment policies of ArborTech. I agree that my employment is “at will,” is not to be for any specific duration, and that I may resign or be terminated at any time without advance notice or cause to the need of me or ArborTech to follow any particular procedure. I also agree that my employment is not subject to any express, implied, or oral contract, or promise and that ArborTech’s employee handbook and personnel-related documents as they now exist or may be issued or revised in the future, are not to be regarded as such by me. I further agree that no supervisor or manager of ArborTech has any authority to make any oral or written promise or agreement inconsistent with the foregoing, other than the owner/president of ArborTech, in writing, signed by him / her.

**Handbook not an express or implied contract:** The ArborTech policies and memoranda are a collection of general guidelines and information. They are not, nor are they intended to be, relied upon as an express or implied contract nor as a promise of any kind, nor promise to follow any particular procedure in discipline or other matters. I acknowledge that these materials may be changed at any time by ArborTech.

**Agreement that any offer of employment is contingent:** I understand and acknowledge that any offer of employment is expressly conditioned upon my completion of a lawful, job-related pre-employment medical questionnaire, a review by the company’s physicians of responses to that questionnaire, satisfactory completion of any lawful job-related medical examinations that may be required by the company, and a determination by the company that I am qualified to safely perform the job sought without a significant risk of future injury to myself or others. I further understand that even though this review process may take several weeks, any offer of employment remains conditional until it has been approved by the company’s personnel officer.

**Reference check agreements:**

- I understand and agree that it is ArborTech’s policy to disclose in response to a prospective employer’s request only the following information about current or former employees: (1) The dates of employment; and, (2) Title of jobs performed. I agree to direct any employment references about my employment to the ArborTech’s human resources manager and not to any other person of ArborTech (and hereby release the company from any claims about references about my employment made or directed to others.)

- Applicant also authorizes ArborTech, as my prospective employer and also my prior employers, to give candid references concerning my work and character and promise not to make any claim against ArborTech OR against any such past, present or future employers or the representatives of any of them, for content of any such employment reference given with respect to me, and applicant authorizes ArborTech to show this agreement to any such prior employer to assure them they may safely respond to our inquiry about you without fear.

Applicant's Signature: \_\_\_\_\_

Applicant's Printed Name: \_\_\_\_\_

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