



Application for Employment

Questions & completed applications should be directed to: Helen Roney

5717 North 300 West

Greenfield, IN 46140

(317) 326-2278

www.tuttleorchards.com

an equal opportunity employer

Today's Date:
Name:
Address:
City, ST Zip:
Phone:
Email:

EDUCATION	School, Location	Years Attended	Graduation Date
High School			
College			
Trade School			
Other schooling			

EMPLOYMENT Dates	Previous Employer Address	Position Held	Reason for Leaving

REFERENCES: At least one must be a work reference.			
Name	Phone	Company/how you know them:	Years Acquainted

SPECIAL SKILLS	Please list your experience/ability/knowledge level in these areas.
Experience in fruit/flower/ vegetable production.	
Operating a cash register/ Retail experience	
Customer Service/ Communication skills	
Teaching Experience/ Ability to relate to children	
Operating tractors/farm equipment	
Concessions/ Food Service	
Other relevant: skills	
HOBBIES/ACTIVITES	
Please list your pastimes.	

POSTION RELATED INFORMATION		
Most positions require lifting 30-50lbs several times daily. Can you perform this task? Yes No		
Most positions require continual walking and standing. Can you perform this task? Yes No		
Positions <i>may</i> require you to work outside which may include occasional rainy or cold weather, as well as, exposure to fields, weeds, straw, etc. Can you work in that environment? Yes No		
1) Please put a check next to all positions you are applying for:		
2) Please rank the positions in order of interest with 1 being most interested 6 being least.		
Applying	Rank #	
Y or N		Educator: Lead one hour guided tours of the apple and pumpkin facilities to elementary and preschool children. Training provided.
Y or N		Farm Store Assistant/Cashier: Help in farm store with restocking, bagging apples, assisting customers, cashiering, preparing food items, grading/sorting apples, watering plants in the greenhouses.
Y or N		U-pick Assistant: Direct customers to the appropriate apple and pumpkin u-pick areas. Answer questions, tally orders. Assist tour staff with school groups.
Y or N		Concessions: Assist with preparation and sales of the concessions to customers (hot dogs, roasted corn, caramel apples, fudge). Prepare food, ensure cleanliness, operate cash register. Requires wearing a hat.
Y or N		Maze/Play Area Greeter: Greet people entering corn maze or play area. Collect money. Explain activities. Enforce Tuttle's policy.
Y or N		Hayride Driver: Drive tractor pulling trailer to pumpkin patch. Must have prior experience with manual & hydrostatic tractors and strong safety consciousness.
Y or N		Field Work: Picking sweet corn, tomatoes, apples, pumpkins. Required lifting 50lbs and heavy physical labor.

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that if employed, falsified statements on this application shall be grounds for dismissal.

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, and release all parties from all liability for any damage that may result from furnishing same to you.

I understand and agree that, if hired, my employment is for no definite period and may regardless of the date of payment of my wages and salary, be terminated at any time without prior notice and without cause.

Signature _____ Date _____

2011 Tuttle Orchards Fall Employee Availability Worksheet

Name _____ Phone # _____

Email: _____ (schedule will be sent via email)

How many hours are you interested in working? (circle one) 20 hrs/wk 30 hrs/wk 40 hrs/week Saturdays Only

Any further information about how much or days you would like to work?

Please help us determine hours you may be available.

You are not committing to all of these hours. We will make a schedule using this information.

WEEKDAYS: Please mark the weekday hours you are **NOT** available to work from September 1-October 31:

	Monday	Tuesday	Wednesday	Thursday	Friday	Please also list below any WEEKDAYS you CANNOT work During September and October:	
7AM-8AM							
8AM-9AM							
9-10 AM							
10-11 AM							
11AM-12 PM							
12-1 PM							
1-2 PM							
2-3 PM							
3-4 PM							
4-5 PM							
5-6 PM							
6-7 PM							
7-8 PM							

SATURDAYS: Due to the high volume of traffic on Saturdays, **employees are expected to work ALL SATURDAYS from September 10 to October 22.** We will allow one excused Saturdays if it is listed below. **Saturday Shifts are typically from 8AM-4:30PM or 10:30AM-7PM Only dates listed on this form at time of hiring (or before fall season for current employees) will be excused.** Saturday availability may be a factor in hiring or rehiring for another season.

	Available Entire Day 8AM-8PM (shift determined later)	Available Part of Day (Please List Hours you can work)	Not Available
Examples:	Yes, I can work all day.	I'm only available from 2-7PM	I can't work I have a wedding.
Saturday, September 10: (Caramel Apple Festival):			
Saturday, September 17:			
Saturday, September. 24:			
Saturday, October 1:			
Saturday, October 8:			
Saturday, October 15:			
Saturday, October 22:			
October 29: (not required)			

TRAINING: You will also be required to attend a one day training. Which day is best for you?
Weekday, Sep 7 or Saturday, Sep 3 (This is Labor Day weekend)

<p>T-shirt Size: Please circle the size you would like for your Tuttle's T-shirt: S M L XL XXL (you may choose to complete this section after hiring)</p>
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