

## **Gardener Skills and Qualifications**

People with physical stamina who enjoy working outdoors with all types of plants thrive as gardeners. Employers generally seek some gardening experience and a basic knowledge of common trees, shrubs, perennials, herbs, grasses, and bulbs. The following skills are essential to getting the job done:

- **Landscape maintenance** – performing basic plant cultivation, pruning, trimming, and weed removal essential for gardeners
- **Soil preparation** – gardeners regularly engage in laying sod and preparing soil and plant seedlings, bulbs, flowers, and shrubs. They place the greenery in proper soil beds, patterns, and chosen locations to achieve the intended appearance, while watering as needed
- **Plant installation** – gardeners install new projects and transplant a variety of greenery
- **Horticulture knowledge** – the ability to identify/learn different plant species is important for gardeners because they will learn which plants facilitate the Garden intent
- **Landscape design** – gardeners learn how to plan and properly lay out plants and trees using gardening blueprints, sketches, and technical manuals
- **Physical fitness** – gardeners must be able to lift and move up to 50 pounds on a constant basis. They regularly lift objects such as soil bags, gardening tools, and powered landscape equipment. Gardeners must be in good physical condition in order to bend, walk, stoop, and travel long distances across grounds
- **Communication skills** – gardeners often work with team members and/or volunteers and must have effective communication skills to successfully complete their work
- **Time management** – due to the nature of their work, gardeners must multitask and properly manage their working hours to accomplish a variety of projects within the botanical garden

### **Prune Trees and Shrubs**

Pruning trees and shrubs is an important task for gardeners. They use various tools to neatly shape bushes and trees to a desired design. By performing basic pruning and trimming, gardeners cultivate different types of plants such as annuals and perennials.

### **Monitor Plant Health Problems**

Gardeners monitor tree and plant health problems. They grow plants to be used within the 18 acre garden.

### **Apply Fertilizers and Weed-Control Agents**

Applying fertilizers and chemical control agents is another responsibility they take on. Weed removal is important to protect the attractiveness of the landscapes they work on. Weed control may be done manually or chemically. Additionally, gardeners perform pest control.

### **Waterlilies and Pond Maintenance**

Tasks will including fertilizing waterlilies, removing aquatic weeds and repotting.

### **Special Events**

Team members, including Gardeners, are required to work all Special Events, which includes nights and weekends.

# APPLICATION FOR EMPLOYMENT

All applicants will be considered for employment without regard to race, religion, color, sex, national origin, age, marital status, medical condition, handicap or disability, sexual orientation, citizenship status or any other status protected by law. We are an Equal Opportunity Employer.

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

Mr.  Mrs.  Miss  Ms.  Dr.

Name: \_\_\_\_\_  

Last
First
Middle

Address: \_\_\_\_\_  

Street
City
State
Zip Code

Home Phone #: (     ) \_\_\_\_\_ Email Address: \_\_\_\_\_

Social Security #: \_\_\_\_\_

Are you legally eligible for employment in the United States?  Yes  No (If hired, verification will be required by law)

Position(s) applied for: \_\_\_\_\_ Part-time  Full-time

If part-time, check days/hours available:  Mon. \_\_\_\_\_ to \_\_\_\_\_  Tues. \_\_\_\_\_ to \_\_\_\_\_  Wed. \_\_\_\_\_ to \_\_\_\_\_  

• am• pm • am• pm
• am• pm • am• pm
• am• pm • am• pm

Thurs. \_\_\_\_\_ to \_\_\_\_\_  Fri. \_\_\_\_\_ to \_\_\_\_\_  Sat. \_\_\_\_\_ to \_\_\_\_\_  Sun. \_\_\_\_\_ to \_\_\_\_\_  

• am• pm • am• pm
• am• pm • am• pm
• am• pm • am• pm
• am• pm • am• pm

Are you currently working?  Yes  No If YES, when are you able to start working for us? \_\_\_\_\_

Salary or wage desired: \$ \_\_\_\_\_  Hr.  Wk. If hired will you work overtime?  Yes  No

Education	Name and Location of School	Course of Study	Years Completed	Did you Graduate?
High School				
College		Major		
		Degree		
Other				

Indicate special skills or qualifications applicable to position applying for:

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Have you ever been convicted of a crime (excluding misdemeanors and traffic offenses)?  Yes  No  
 If YES, list convictions: (A conviction does not necessarily disqualify an applicant for the position being applied for)

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Have you worked with us before?  Yes  No If YES, when: \_\_\_\_\_ Position: \_\_\_\_\_

Have you ever applied for a job with us before?  Yes  No If YES, when: \_\_\_\_\_  
 Position: \_\_\_\_\_

Prior Employment (Start with most recent employer)

Employer:	Phone #:	From:	To:
Address:	City, State Zip	Position	
Duties		Supervisor's Name	
		Starting Salary/Wages:	
Reason for Leaving:		Final Salary/Wages:	
Employer:	Phone #:	From:	To:
Address:	City, State Zip	Position	
Duties		Supervisor's Name	
		Starting Salary/Wages:	
Reason for Leaving:		Final Salary/Wages:	
Employer:	Phone #:	From:	To:
Address:	City, State Zip	Position	
Duties		Supervisor's Name	
		Starting Salary/Wages:	
Reason for Leaving:		Final Salary/Wages:	

Personal References			
Name	Address	Years Known	Telephone

The above information is true and complete to the best of my knowledge. Should I be employed by McKee Botanical Garden, any misrepresentation or false statement contained herein may be considered cause for possible dismissal. McKee Botanical Garden, in compliance with the provisions of the Fair Credit Reporting Act of Sept. 1997, may contact directly or employ the services of investigative agencies to obtain all necessary information from the references I have listed, or any other agencies used in order that I may learn the information contained in any reports furnished to McKee Botanical Garden.

I understand this application does not constitute an employment of any kind. Should I be employed by McKee Botanical Garden, I may resign such employment at any time at my discretion with or without prior notice and McKee Botanical Garden may terminate my employment at any time at their discretion, with or without cause and with or without prior notice.

Date: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_

DO NOT WRITE BELOW THIS LINE

Summary of Interview: _____	
Accepted for employment: • Yes • No	
Starting Rate: \$ _____ per Hour	Week _____
Scheduled to start work: _____	
Interviewed by: _____	Date: _____
Approved by: _____	Date: _____
Position: _____	