

Horticulture/Landscaping Assignment II

Willing to Work

- Filling in application form
- Reading for information

Assignment Summary

In this assignment, the learner will

- fill in an application form
- transfer information from a narrative to appropriate location on form.

Prior Knowledge

- **Essential Skills**
- **LBS Levels**
- Basic job application form filling

Teaching Planning Notes

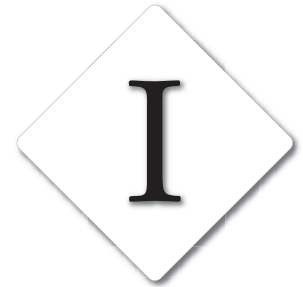
- Use *TNT Property Maintenance* “Employment Questionnaire”

With learner

- Review “Job Application” form filling (There is a sample on page 69 in the Introductory section.)
- Teach unfamiliar vocabulary on this form

Achievement Indicators

- Reads narrative with understanding
- Transfers information to appropriate location on form
- Completes form accurately
- Identifies learning on self-achievement chart



FOCUS ON LEARNING

ESSENTIAL SKILLS

	Complexity Levels				
	1	2	3	4	5
Reading Text	██████████				
Document Use	██████████				
Writing	████				
Thinking Skills	██████████				

LITERACY AND BASIC SKILLS

	LBS Levels				
	1	2	3	4	5
Communication					
Read with Understanding	██████████				
Write Clearly	████				

Self-Management and Self-Direction

Concentration and Memory
Personal Advocacy and Self-Motivation
Problem Solving
Self-Assessment
Self-Confidence
Thinking Skills

Ontario Curriculum Linkages

English, Grade 11, College Preparation (ENG3E)

Literature Studies and Reading – Overall Expectations

- LSV.01 – read and demonstrate an understanding of a variety of informational and literary texts from Canada and other countries, with an emphasis on identifying and explaining information, ideas, and issues

Understanding the Meaning of Texts – Specific Expectations

- LS1.04 – describe a variety of reading strategies and use them to understand specific texts, with an emphasis on previewing table of content, headings, illustrations, photographs, captions, and charts; forming questions about difficult sections of text; and using graphic organizers to record information

Ontario Secondary School Literacy Course, Grade 12 (OLC40)

Building Reading Skills – Overall Expectations

- BRV.01 – demonstrate the ability to read and respond to a variety of texts;
BRV.03 – demonstrate understanding of the content and meaning of informational, narrative, and graphic texts that they have read using a variety of reading strategies

Reading and Responding to Texts – Specific Expectations

- BR3.06 – use appropriate strategies to locate information in different types of texts, including: Graphic texts (e.g., use a ruler to read along lines in a table; read up from the horizontal axis and across from the vertical axis to find a point on a graph)

Using Reading Strategies to Understand Texts – Specific Expectations

During and After Reading

- BR3.06 – use appropriate strategies to locate information in different types of texts, including: Informational texts (e.g., search for key words from a question about the selection to locate specific information)
- BR3.07 – use appropriate strategies to make inferences about and interpret different types of texts, including: Informational texts (e.g., while reading, predict a writer’s intentions, conclusions, or biases based on his/her presentation of the facts)

Willing to Work

- Alberto Marco has just moved to Kitchener. He worked in St. Thomas for a landscaping company, Four Seasons Landscaping, for eight years.
- He has experience with all aspects of landscaping, except for laying interlocking stone and for design layout, and he owns all the necessary equipment, including work boots. He does not have a chain-saw operating license, but he has used a chain-saw.
- He has driven a truck with a trailer for many years.
- Although he has allergies to pollen and to some trees – cedar and maple – they have never interfered with his job. He is an eager worker who has taken on-the-job training for First Aid and CPR. All certifications are up-to-date. He attended college, part-time, to study planting zones, and tree and shrub trimming. Alberto has never regretted leaving school after grade 10. He has had many job opportunities – roofing, construction, tree cutting, and now landscaping.
- He skis and likes to be outdoors in the winter. His truck is often fitted with a plow to enable him to earn a bit of extra money by plowing during the winter months.
- He is looking for full-time work in Kitchener and would be able to start April 1, 2006. At present, he lives at 1264 Block Line Road, Kitchener, N2X 3Y4. He can be reached on his cell phone at (519) 678-9101.
- Alberto has picked up an employment questionnaire from TNT Property Maintenance.

*Fill out the form, using the facts given about Alberto.





TNT PROPERTY MAINTENANCE

EMPLOYMENT QUESTIONNAIRE

Name: _____.

Address: _____.

Phone Numbers: Home: _____ **Cell:** _____.

General Questions:

Do you have a drivers licence? y/n Type: G / G1 / G2 / DZ / A

Do you have experience pulling a trailer? _____ Length _____ (tandem / single)

Do you have any allergies? y/n If yes: _____

Are you okay with heights/ladders? y/n

Do you own safety boots? y/n If no, are you willing to purchase? y/n

Do you have your own transportation to work (Guelph St. in Kitchener)? y/n

Are you willing to take upgrading/courses offered? y/n

How many years experience do you have in grounds maintenance? _____

Who have you worked for? _____

What is your highest level of education? _____

Do you have your first aid certificate? y/n If yes: expiry date _____

Do you have any other training certificates? List: _____

Do you have experience with any of the following? Check all that apply.

Landscaping:

- | | | |
|---|---|---|
| <input type="checkbox"/> Mowing straight lines | <input type="checkbox"/> Bob-cat | <input type="checkbox"/> Hedge trimmer |
| <input type="checkbox"/> Blower packs | <input type="checkbox"/> Tiller | <input type="checkbox"/> Chain saw—licensed? y/n |
| <input type="checkbox"/> Weed-eater | <input type="checkbox"/> Sodding | <input type="checkbox"/> Garden/tree installation |
| <input type="checkbox"/> Interlocking stone | <input type="checkbox"/> Walker | <input type="checkbox"/> Eaves-trough cleaning |
| <input type="checkbox"/> Fencing-Wood | <input type="checkbox"/> Fencing-Chain Link | |
| <input type="checkbox"/> Design / layouts (manual / computerized) Program(s) used _____ | | |
| <input type="checkbox"/> Other _____ | | |

Snow season:

- Plowing Snow blowers Sidewalk crew

Please indicate your availability:

- Full-time permanent. Date available for work: _____.
- Full-time seasonal. Dates available: _____ till _____.

Days willing to work (circle): M T W TH F S S

P.O. Box 27020 Forest Hill, P.O. Kitchener, Ontario N2E 3K2

tel 519 895 0450 fax 519 895 0450

tntpropertymaint@rogers.com



