



Dear Candidate,

Thank you for your willingness to explore the possibilities of a position with GreenTech Homes. We are about to embark on a process where we will be very transparent with each other. So, allow us to kick things off!

Alright, here it is: our industry has a very poor reputation. It's mired in suburban sprawl, it's at war with the environment and even its customers, and it's known for subpar quality. Heard of the term "cutting corners"? Yeah, our industry invented that phrase.

We abhor the above. It's antithetical to who we are. So who are we? GreenTech is first and foremost a team of people united by a shared vision to revolutionize the industry. And we are doing this by building homes and communities that break with our sordid history and embody our beliefs. Beliefs that...

- you should see more bikes than cars in your neighborhood
- energy conservation should mean more than flipping a switch
- the food in your cabinets shouldn't be exposed to hazardous waste
- the air inside your home should be clean and pure
- grass and trees are life and concrete and asphalt are not
- front porches and sidewalks are essential ingredients to genuine community
- homes can and should grow more beautiful with age
- good customer service is making the call before the customer knows they need it

Sit back and let that sink in. Imagine a world where neighborhoods were created, homes built and customers served like this. It's such a beautiful vision! It's what inspires us day in and day out. The exciting thing is that we are achieving it! It's happening before our eyes. But we need more world-class, team players to expand the vision. And that's where you come into play.

Our hiring process will invite you to share your vision for your life. In fact, we call it our Career Visioning Process. Imagine 5 years from now, 10, 15. What are you doing? Where are you living? Who is a major part of your life? Whose life are you a major part of? What do you earn? What do you give away? How have you grown? How have you stayed the same?

Whatever you answer, the point is you have a vision for your life and GreenTech has a vision for its growth. Over the course of the Career Visioning Process, we will identify where our visions intersect and how well they complement each other. This first step begins with you completing and submitting the following information. Please be as thorough as possible and leave no blanks. Feel free to attach additional pages.

We look forward to the next step with you!

Resume Review

Most Recent Job

Company/Position: _____

Start Mo/Yr: _____ End Mo/Yr: _____

Reported to: _____

Liked best: _____

Liked least: _____

Like about boss best: _____

Like about boss least: _____

Reason for leaving: _____

Second Most Recent Job

Company/Position: _____

Start Mo/Yr: _____ End Mo/Yr: _____

Reported to: _____

Liked best: _____

Liked least: _____

Like about boss best: _____

Like about boss least: _____

Reason for leaving: _____



Candidate Questionnaire

Personal Information

Full Name: _____

Address: _____

Phone: _____ Email: _____

Favortie Book: _____ Favortie Movie: _____

Hobbies/Interests: _____

Skills: _____

Why are you thinking about a job change?

Why are you interested in GreenTech Homes in particular?

Education

High School: _____ Location: _____

Favorite Extracurrucular Activity: _____

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College/
Trade School: _____ Location: _____

Degree: _____

Strengths/Weaknesses

What do YOU consider your top 3 strengths?

What would your boss consider your top 3 strengths?

What do YOU consider your top 3 weaknesses?

What would your boss consider your top 3 weaknesses?

Job Preference

Describe a typical workday
for you at your last job:

Your Ideal Job Describe a real job that would be close to your ideal

How many hours do you work _____ What time do you start your work day? _____ What time do you end your work day? _____

How many weeks of vacation do you take each year? _____ Where is your office? _____

Are you alone or working with others? _____ What are you earning? _____

What does your office look like?

What are you wearing?

What are you doing?

What is your boss like?

The Wrong Job Describe the next wrong job for you

Think of jobs you had in the past.
What were things that you disliked?
(Do not list the job nor company) _____

What type of work do you prefer NOT to do?

What type of boss do you prefer NOT to work with?

What level of salary do you consider too low?
