



Employment Application

Date _____

Name: _____
(First) (Middle) (Last)

Address _____ Apt # _____

City _____ State _____ Zip Code _____

Telephone: Home () _____ Cell () _____ Work () _____

Best time to contact you at home: _____ Can we contact you at work? Yes No

Email Address: _____

Date available for work ___/___/___ Position Applying for: Janitorial Supervisor Other _____

Employment Desired: Part-time Full-time (40 hours per week) Daytime Evening/Night

If part-time, how many hours per day/night would you like? 1-2 3-4 5-7

Days of the week available: Mon Tues Wed Thurs Fri Sat Sun

What time are you available to start cleaning each night: _____ pm Desired Wage: \$ _____ per hour

How were you referred to this position? _____

Have you ever filed an application with us before? Yes No If yes, date _____

Have you ever been employed with us before? Yes No If yes, date _____

List any acquaintances or relatives employed by this company: _____

Have you ever been convicted of a felony? Yes No If yes, explain _____

EDUCATION:

School	Name of School	Course of Study	Years Completed	Diploma/Degree
High School				
Undergrad College				
Graduate/Professional				
Other (Specify)				

WORK EXPERIENCE:

Start with your present or last job.

Employer:	Dates Employed: From: _____ To: _____	
Address:	Telephone Number:	Hourly Rate/Salary Starting: _____ Final: _____
Job Title:	Job Duties:	
Supervisor Name & Title:	May we contact: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Reason for Leaving:		

Employer:	Dates Employed: From: _____ To: _____	
Address:	Telephone Number:	Hourly Rate/Salary Starting: _____ Final: _____
Job Title:	Job Duties:	
Supervisor Name & Title:	May we contact: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Reason for Leaving:		

Use the space below to write any additional comments that you feel would be important in our consideration of your application.

I certify that all information contained in this application and any attachments is true and complete to the best of my knowledge. I understand that any willful misrepresentation, false statement, or omission by me in the application or interview process will be cause for rejection of my application or termination of my employment. I authorize investigation of all statements made on this application and any attachments, and I release all persons, companies, and organizations from liability for providing or receiving such information. I further understand that this employment application and other employment related documents are not contracts of employment; and, that any oral or written statements to the contrary are hereby expressly disavowed.

Signature: _____ Date _____