

EMPLOYMENT APPLICATION

APPLICATION INFORMATION:

Last Name: _____ First Name: _____ Middle Name: _____

Social Security Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number: _____ Cell Phone Number: _____

TRANSPORTATION AVAILABILITY:

Do you have your own transportation? Yes No

POSITION APPLYING FOR AND AVAILABILITY:

Position (s) Applied For: _____

Expected Rate of Pay: _____ Date Available to Start Work: _____

Type of Work Preferred: Full-Time Part-Time Temporary Seasonal

Which Days are you Available to w Sun Mon Tue Wed Thu Fri Sat

PREVIOUS RELATED EXPERIENCE:

Please check any of the following in which you have experience:

- Floor Machine Work
- Office Cleaning
- Stripping & Waxing Floors
- Wall Washing
- Buffing Floors
- Pressure Washing
- Carpet Shampooing
- Other - Please Explain in the box below:

ELIGIBILITY FOR EMPLOYMENT:

Are you over 18 years old? Yes No

Have you ever been employed by A thru Z Building Maintenance, Inc?: Yes No

Are you Legally Eligible for employment in this country? Yes No

(Proof of U.S. Citizenship or Immigration Status will be required if you are hired.)

Have you ever been convicted of a crime other than a minor traffic accident? Yes No

(If yes, please list Date, Location, Charge, and Status of Conviction in the box below)

EDUCATIONAL BACKGROUND: *(Please complete all requested information)*

| Type of Institution | Name and Location | Course of Study | Years Comp. | Certificate/Diploma Degree |
|---------------------|-------------------|-----------------|-------------|----------------------------|
| High School | | | | Diploma []yes []no |
| College | | | | Diploma []yes []no |
| Other | | | | Diploma []yes []no |

EMPLOYMENT HISTORY: *(List your last 3 employers, starting with most recent)*

| Employer Information: | Dates Employed | Work Duties |
|----------------------------------|---|----------------------|
| | <i>From To</i> | |
| Employer: <input type="text"/> | <input type="text"/> <input type="text"/> | <input type="text"/> |
| Address: <input type="text"/> | Hourly Rate / Salary | Reason for Leaving |
| Telephone: <input type="text"/> | <i>Start Final</i> | <input type="text"/> |
| Supervisor: <input type="text"/> | <input type="text"/> <input type="text"/> | |

| Employer Information: | Dates Employed | Work Duties |
|----------------------------------|---|----------------------|
| | <i>From To</i> | |
| Employer: <input type="text"/> | <input type="text"/> <input type="text"/> | <input type="text"/> |
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| Telephone: <input type="text"/> | <i>Start Final</i> | <input type="text"/> |
| Supervisor: <input type="text"/> | <input type="text"/> <input type="text"/> | |

ADDITIONAL INFORMATION:

(List any other job-related skills, qualifications, or special training from other employment experience.)

REFERENCES: *(Please List Name, Address, and Telephone Numbers of Three (3) Relatives or Previous Employers)*

Name: _____

Address: _____ Phone: _____

Name: _____

Address: _____ Phone: _____

Name: _____

Address: _____ Phone: _____

APPLICANT'S STATEMENT: *(Please read completely before signing)*

I certify that the information provided in this Application for Employment is True, Correct, and Complete. I hereby authorize the investigation of all statements contained in this application as necessary for employment consideration.

I understand and acknowledge that, unless otherwise defined by applicable laws, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any given time with or without cause and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in this application or interview(s) may result in discharge. I understand also that I am required to abide by all rules and regulations of the employer.

I further Understand that I fully have read and understand the entire content of this application and hereby permit A thru Z Building Maintenance, Inc. authorization to obtain any information necessary to process this application.

Signature: _____

Date: _____