

Olde English Cleaning Service

EMPLOYEE APPLICATION FORM

Name: _____

Address: _____

Telephone: _____ Cell: _____

BACKGROUND

(a) Do you have any disabilities that could affect your ability to perform the work required? Yes: _____
No: _____ If yes, please specify: _____

(b) Do you have any training or any previous job experience that qualifies you for the job of house or office cleaner? Yes: _____ No: _____ If yes, please specify: _____

(c) Are you bondable? Yes: _____ No: _____

(d) Are you under 18? Yes: _____ No: _____

(e) Have you been known by another name? Yes: _____ No: _____ If yes, what: _____

(f) If hired, can you furnish proof that you are eligible to work in the United States? Yes: _____ No: _____
If no, explain: _____

(g) Have you ever been convicted of a crime? (Convictions will not necessarily disqualify an applicant for employment)
Yes: _____ No: _____ If yes, explain: _____

(h) Is there any work you will not perform: _____

PERSONAL REFERENCES

Please give the names of two people for whom you have worked:

Name/Title: _____ Telephone: _____

Organization: _____ Address: _____

Association with You _____

Name/Title: _____ Telephone: _____

Organization: _____ Address: _____

Association with You _____

EMPLOYMENT RECORD

Please give the details of your current job or most recent employer:

Employer's name: _____ Dates Employed: _____

Organization: _____ Address: _____

Telephone: _____ Position & duties: _____

Final salary: _____ Reason for leaving: _____

May we contact this employer? Yes _____ No _____ Why not? _____

Employer's name: _____ Dates Employed: _____

Organization: _____ Address: _____

Telephone: _____ Position & duties: _____

Final salary: _____ Reason for leaving: _____

May we contact this employer? Yes _____ No _____ Why not? _____

Employer's name: _____ Dates Employed: _____

Organization: _____ Address: _____

Telephone: _____ Position & duties: _____

Final salary: _____ Reason for leaving: _____

May we contact this employer? Yes _____ No _____ Why not? _____

List all periods during which you were unemployed: _____

Salary desired: \$ _____

Days requested: _____

Hours requested: _____

My signature below, I promise that the information provided in this employment (and accompanying documentation, if any) is true and complete, and I understand that any false or misleading information or significant omissions may disqualify me from further consideration for employment, and may lead to my dismissal from employment. If discovered at a later date. I agree to immediately notify owner of Olde English Cleaning Service if I should be convicted of a felony, or any crime involving dishonesty, breach of trust, controlled substances, sexual misconduct, abuse or violence, while my job application is pending, or during my period of employment, if hired.

I authorize any person, employer and organizations named in this application to provide Olde English Cleaning Service with any information and opinion requested by Olde English in connection with any application, and I release such persons and organizations from any legal liability in making such statements.

I understand that this application does not create a contract of employment. I understand that, if hired, I am obliged to comply with any and all current and subsequently adopted Olde English policies. I understand and agree that, if hired my employment is for no definite period of time and may regardless of the date of payment of my wages or salary, be terminated at any time for any reason with or without notice. I understand that no person is authorized to change any of the terms mentioned in this employment application.

Signature of applicant: _____

Date: _____

TO BE COMPLETED UPON HIRING:

Date of birth: _____ Social security number: _____

Drivers license number: _____

Person to notify in case of an accident or an emergency:

Name: _____

Relationship: _____ Telephone: _____

Address: _____