

# VILLAGE CLEANING SERVICE

## APPLICATION FOR EMPLOYMENT

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, martial or veteran status, sexual orientation or any other legally protected status.

PERSONAL INFORMATION:

DATE \_\_\_\_\_

NAME \_\_\_\_\_  
First Middle I. (Maiden) Last

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_ SOCIAL SECURITY # \_\_\_\_\_

IF UNDER 18 YEARS OF AGE, DO YOU HAVE A WORK PERMIT? YES \_\_\_ NO \_\_\_

IF NOT A US CITIZEN, DO YOU HAVE THE LEGAL RIGHT TO REMAIN  
PERMANENTLY AND WORK IN THE U.S.? YES \_\_\_ NO \_\_\_ ALIEN REG. NO

\_\_\_\_\_  
(Proof of citizenship or immigration status will be required upon employment)

DO YOU HAVE ANY DISABILITY WHICH WOULD SUBSTANTIALLY INTERFERE  
WITH YOUR ABILITY TO PERFORM THE DUTIES OF THE JOB FOR WHICH  
YOU HAVE APPLIED? YES \_\_\_ NO \_\_\_

IF YES, DESCRIBE THE DISABILITY AND EXPLAIN THE WORK LIMITATION AS  
IT PERTAINS TO THE JOB FOR WHICH YOU HAVE APPLIED.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

HAVE YOU EVER BEEN ARRESTED? YES \_\_\_ NO \_\_\_

IF YES, WHEN? \_\_\_\_\_

WHY? \_\_\_\_\_

**EMPLOYMENT DESIRED:**

POSITION APPLIED FOR: \_\_\_\_\_

SHIFT YOU CAN WORK: DAY \_\_\_\_\_ EVENING \_\_\_\_\_ EITHER \_\_\_\_\_

FULL TIME \_\_\_\_\_ PART TIME \_\_\_\_\_ EITHER \_\_\_\_\_

DATE YOU CAN START WORKING: \_\_\_\_\_

ARE YOU CURRENTLY ON "LAY OFF" STATUS AND SUBJECT TO RECALL? \_\_\_\_\_

HAVE YOU APPLIED TO THIS COMPANY BEFORE? YES \_\_\_ NO \_\_\_

IF YES, WHEN? \_\_\_\_\_

HIGHEST GRADE COMPLETED, CIRCLE ONE: GRADE SCHOOL 6 7 8  
HIGH SCHOOL 9 10 11 12 COLLEGE 1 2 3 4

NAME OF LAST SCHOOL ATTENDED \_\_\_\_\_

VOCATIONAL OR TRADE TRAINING \_\_\_\_\_

**REFERENCES:**

GIVE BELOW THREE PERSONS NOT RELATED TO YOU.

NAME	ADDRESS	YRS.
KNOWN YOU		
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

**FORMER EMPLOYERS:**

EMPLOYER	SUPERVISOR	DATES EMPLOYED	POSITION	REASON FOR LEAVING
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____

MAY WE CONTACT YOUR PRESENT EMPLOYER AT THIS TIME? YES \_\_\_ NO \_\_\_

**APPLICANT'S STATEMENT:**

I UNDERSTAND THAT ANY EMPLOYMENT BY THIS FACILITY WILL BE ON A 30 WORKING DAY PROBATIONARY BASIS. IF EMPLOYED BY VILLAGE CLEANING SERVICE, I AGREE TO ABIDE BY ITS RULES AND REGULATIONS. THE ABOVE INFORMATION IS COMPLETE AND TRUE

**TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT DISCOVERY OR MISREPRESENTATION OR OMISSION OF FACTS HEREIN WILL BE CAUSE FOR IMMEDIATE DISMISSAL. I AUTHORIZE THIS FACILITY TO CONTACT ANY AND/OR ALL OF MY REFERENCES FOR FULL INFORMATION. I UNDERSTAND THAT A BACKGROUND CHECK WILL BE CONDUCTED WITH MY PERMISSION. I AGREE TO TAKE A PHYSICAL EXAMINATION AT ANY TIME, AT THE REQUEST OF THIS FACILITY AND AGREE THAT THE EXAMINING PHYSICIAN MAY DISCLOSE THE FINDINGS TO THIS FACILITY OR AN AUTHORIZED AGENT OF THIS FACILITY.**

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**APPLICANT'S SIGNATURE**

**DATE**