



## Application for Contract Employment with C and J Professional Cleaning Services, Inc.

### PERSONAL DATA

Date \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Social Security # \_\_\_\_\_ - - \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_ Email Address: \_\_\_\_\_

Do you have a legal right to work in the U.S.? \_\_\_\_\_

Have you ever been employed under another name? \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_\_\_

If yes, explain. \_\_\_\_\_

Have you been convicted of a misdemeanor in the last three years? \_\_\_\_\_

If yes, explain. \_\_\_\_\_

Are you willing to work in excess of 40 hours per week? \_\_\_\_\_

Date available: \_\_\_\_\_

Times available: \_\_\_\_\_

### **EMPLOYMENT HISTORY** (list all positions in chronological order starting with the most recent position)

1) Employer \_\_\_\_\_ Date Hired \_\_\_\_\_ Date Separated \_\_\_\_\_

Address \_\_\_\_\_ Title & Name of Supervisor \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

2) Employer \_\_\_\_\_ Date Hired \_\_\_\_\_ Date Separated \_\_\_\_\_

Address \_\_\_\_\_ Title & Name of Supervisor \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

3) Employer \_\_\_\_\_ Date Hired \_\_\_\_\_ Date Separated \_\_\_\_\_

Address \_\_\_\_\_ Title & Name of Supervisor \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

**WORK RELATED REFERENCES**

1) Name \_\_\_\_\_ Title \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_

2) Name \_\_\_\_\_ Title \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_

**EDUCATION**

1) High School Name and Location: \_\_\_\_\_

Graduated: \_\_\_\_\_

2) College or University Name and Location: \_\_\_\_\_

Graduated: \_\_\_\_\_ Degree: \_\_\_\_\_

Please list any special skills, professional knowledge, licenses, certificates, or achievements that would support your application

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

**DRIVING RECORD**

Do you have a valid drivers license? \_\_\_\_\_ Expiration Date: \_\_\_\_\_ State: \_\_\_\_\_

List any restrictions on drivers license: \_\_\_\_\_

\_\_\_\_\_

**READ CAREFULLY BEFORE SIGNING!**

I hereby affirm that the information provided in this application (and accompanying resume, if any) is true and complete. I also agree that any information or omissions may disqualify me from consideration for contract employment or continued contract employment. I authorize a thorough investigation of my past employment and personal activities, agree to cooperate in such investigation and release from all liability or responsibility all persons or entities requesting or supplying such information.

Applicants Signature/Date:

\_\_\_\_\_