

For office use only:				Full time
Building # _____ or Building # _____ Part time	Bldg. Name: _____	Zone # _____	# Hours _____	
Building # _____	Bldg. Name: _____	Zone # _____	# Hours _____	
Building # _____	Bldg. Name: _____	Zone # _____	# Hours _____	
Rate of Pay: \$ _____/hr.	Employee # _____	Orientation Date: _____		



Pro Clean Building Maintenance, Inc.
APPLICATION FOR EMPLOYMENT

Our purpose is to create a clean and healthy environment for the mothers, fathers, sons, and daughters that work in or visit our buildings.

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job related medical condition or handicap, citizenship status or any other legally protected status. Any applicant that has a disability that would interfere with participation in the application process should alert the Human Resources Department.

Date: _____ Position Applied For: _____ Available To Start: _____

Last Name	First Name	Middle Initial	Soc. Sec. Number
Present Address			Apt. #
City	State	Zip Code	County
(_____) _____	(_____) _____	(_____) _____	
Home Phone	Work Phone	Pager/Cell	

Personal e-mail address: _____

List Two Main Roads Near Your Home: _____

In the event of an emergency, contact:		
Name: (_____) _____	Relationship: _____	Phone: _____

How did you hear about Pro Clean? La Prensa ___ Radio ___ Sign ___ Flier ___ Sentinel _____
Website ___ Agency _____ Employee Referral ___ Employee's Name _____

Have you ever been convicted of a crime? Yes ___ No ___ When: _____ Where: _____
How was this resolved? _____ (Conviction does not automatically exclude you from consideration for employment, and you will be given the opportunity to explain any conviction.)

Do you have a valid Florida Driver's License? Yes ___ No ___

Have you ever applied or worked with Pro Clean before? Yes ___ No ___ If yes, when? _____

Are you a U.S. Citizen? Yes ___ No ___
If not, under what type of permit do you have the legal right to work in the U.S.? _____
Expiration Date _____ (Proof of Citizenship or Immigration Status will be required upon employment.)
(over)

Can you perform all of the tasks as seen on the video? Yes ___ No ___

If "No" state which tasks cannot be performed: _____

Present Employer: _____ Date Hired: _____ Phone #: _____

Address: _____ Supervisor: _____

Title: _____ Work Days: _____ Work Hours: _____

Are you currently on "Layoff"? Yes ___ No ___ Current Wage ___/Hr/Wk/Mo

May we contact this employer for a reference? Yes ___ No ___

Please list your previous two employers

Dates	Employer Name And Address	Phone	Wage
From ___/___/___	_____ (____)	_____	\$ _____
To ___/___/___	_____ Supervisor _____		
Position: _____ Reason For Leaving _____			

Dates	Employer Name And Address	Phone	Wage
From ___/___/___	_____ (____)	_____	\$ _____
To ___/___/___	_____ Supervisor _____		
Position: _____ Reason For Leaving _____			

1) Have you ever worked for a janitorial company before? Yes ___ No ___
Name: _____ City/State: _____

Dates of employment From ___ To ___ Reason for Leaving: _____

2) Check off each area where you have experience and list the length of your experience with each in months or years.

___ Office Cleaning	___ Months ___ Yrs	___ Floor Waxing	___ Months ___ Yrs
___ Apt/Home Cleaning	___ Months ___ Yrs	___ Carpet Cleaning	___ Months ___ Yrs
___ Hotel Cleaning	___ Months ___ Yrs	___ Supervision	___ Months ___ Yrs

3) Positions at Pro Clean require some lifting. I can lift: 25-50 lbs. ___ Over 50 lbs ___

4) How many hours per night do you want to work? _____

I affirm that the facts contained in my application are true and complete and that misrepresentation or omission of any statement(s) is grounds for dismissal if I am offered employment. I understand that all employment relationships with Pro Clean building maintenance are "at will" and may be terminated at any time by either the employee or Pro Clean.

I authorize an inquiry to be made on the information contained in this application. Former employers names herein are authorized to give information regarding me. They are hereby released from all liability for issuing such information.

I further agree, if accepted for employment, to comply with all rules and regulations of Pro Clean Building Maintenance, Inc., To perform all duties assigned to me to the best of my ability, and to be responsible for the customer property entrusted to my care.

Applicant's Signature

Date