



Professional Cleaning Services

A+ Rated Member



APPLICATION FOR EMPLOYMENT

PSH Professional Cleaning Services is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.

PERSONAL:

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

Address \_\_\_\_\_
Number & Street City Zip Code

Position Sought \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_

Date Available \_\_\_\_\_ Salary Desired \_\_\_\_\_ Phone # \_\_\_\_\_

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

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Are you over 18 years old? \_\_\_ Yes \_\_\_ No

Are you legally eligible for employment in the United States? \_\_\_ Yes \_\_\_ No
(If offered employment, you will be required to provide documentation to verify eligibility.)

## EDUCATION:

Please indicate education or training which you believe qualifies you for the position you are seeking.

**High School:** No. of Yrs Completed (circle one) 1 2 3 4

**Diploma:** \_\_\_ Yes \_\_\_ No G.E.D.: Yes / No

School(s): \_\_\_\_\_ City/State \_\_\_\_\_

### College and/or Vocational School:

Number of Years Completed (circle one) 1 2 3 4

School(s): \_\_\_\_\_ City/State \_\_\_\_\_

Major \_\_\_\_\_ Degrees Earned \_\_\_\_\_

### Other Training or Degrees:

School(s): \_\_\_\_\_ City/State \_\_\_\_\_

Course \_\_\_\_\_ Degrees Earned or Certificate \_\_\_\_\_

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## RECORD OF CONVICTION

During the last ten years, have you ever been convicted of a crime other than minor traffic offense?

\_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, explain:

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

(A conviction will not necessarily automatically disqualify you for employment. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered).

**EMPLOYMENT:** List last employer first, including U.S. Military Service.

May we contact your present employer? \_\_ Yes \_\_ No

If any employment was under a different name, indicate name:

\_\_\_\_\_

**#1**

Employer \_\_\_\_\_ Address \_\_\_\_\_

Telephone \_\_\_\_\_ Position \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_  
Mo/Yr Mo/Yr

Salary \_\_\_\_\_ Supervisor \_\_\_\_\_ Department \_\_\_\_\_

Duties \_\_\_\_\_ FT \_\_\_\_ PT \_\_\_\_ No. of Hrs. \_\_\_\_\_

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

**#2**

Employer \_\_\_\_\_ Address \_\_\_\_\_

Telephone \_\_\_\_\_ Position \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_  
Mo/Yr Mo/Yr

Salary \_\_\_\_\_ Supervisor \_\_\_\_\_ Department \_\_\_\_\_

Duties \_\_\_\_\_ FT \_\_\_\_ PT \_\_\_\_ No. of Hrs. \_\_\_\_\_

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

# REFERENCES:

## Professional

<b>NAME</b>	<b>NAME</b>
<b>Address</b>	<b>Address</b>
<b>Phone</b>	<b>Phone</b>
<b>Email</b>	<b>Email</b>

## Personal

<b>NAME</b>	<b>NAME</b>
<b>Address</b>	<b>Address</b>
<b>Phone</b>	<b>Phone</b>
<b>Email</b>	<b>Email</b>

## **APPLICANT'S CERTIFICATION AND AGREEMENT**

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize PSH Professional Cleaning Services to verify their accuracy and to obtain reference information on my work performance. I hereby release PSH Professional Cleaning Services from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.

I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules and regulations of employment of the Employer. However, I further understand that neither the policies, rules, regulations of employment or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause.

Signature of Applicant \_\_\_\_\_ Date: \_\_\_\_\_