

Duluth Cleaning Contractors, LLC

Employment Application

Please read before completing this application

Please be assured that your application for employment will be based only on your merit and no other consideration. Applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or the presence of a non-job related medical condition or handicap. This application will be given consideration but its receipt does not imply that you will be employed.

“EQUAL OPPORTUNITY EMPLOYER”

ALL QUESTIONS MUST BE ANSWERED. IF NOT APPLICABLE WRITE N/A

PERSONAL DATA

NAME _____
(FIRST) (MIDDLE) (LAST)

ADDRESS (not a PO Box)

(STREET) (CITY) (STATE) (ZIP CODE)

(PHONE) Cell# (Social Security Number)

IN CASE OF EMERGENCY NOTIFY (NAME ADDRESS AND PHONE NUMBER) _____

IF HIRED CAN YOU FURNISH PROOF THAT YOU ARE OVER 18? YES ___ NO ___

IF LESS THAN 18 DO YOU HAVE THE REQUIRED WORK PERMIT? YES ___ NO ___

THE AGE DISCRIMINATION ACT OF 1967, AS AMMENDED, PROHIBITS EMPLOYMENT DISCRIMINATION ON THE BASIS OF AGE WITH THE RESPECT TO THE INDIVIDUAL WHO ARE 40 AND OLDER.

IF HIRED CAN YOU FURNISH PROOF THAT YOU ARE ELIGIBLE TO WORK IN THE UNITED STATES?

YES ___ NO ___

HAVE YOU EVER APPLIED FOR A JOB WITH THIS COMPANY? YES ___ NO ___

HAVE YOU EVER BEEN EMPLOYED WITH THIS COMPANY? YES ___ NO ___

IF YES PLEASE COMPLETE FROM _____ TO _____ (DATES EMPLOYED)

(JOB TITLE) (LOCATION) (SUPERVISOR)

HAVE YOU EVER BEEN CONVICTED OF A CRIME? YES ___ NO ___

IF YES, PLEASE EXPLAIN

THE EXSISTENCE OF A CRIMINAL RECORD DOES NOT CONSTITUTE AND AUTOMATIC BAR TO EMPLOYMENT BUT WILL ONLY BE CONSIDERED IN A RELATIONSHIP TO THE SPECIFIC REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING.

DO YOU OPERATE A BUSINESS, OR HAVE OTHER EMPLOYMENT THAT WILL CONTINUE IF EMPLOYED BY THIS COMPANY? YES ___ NO ___

IF YES, PLEASE EXPLAIN _____

WHAT INTERESTED YOU IN EMPLOYMENT WITH US?

DO YOU HAVE DEPENDABLE TRANSPORTATION AND A VALID DRIVER'S LICENSE? YES _____ NO _____
DRIVER'S LICENSE NUMBER _____

DO YOU HAVE ANY SPECIAL SKILLS OR TRADE THAT YOU WISH TO HAVE CONSIDERED? YES _____ NO _____
IF YES EXPLAIN _____

WHAT POSITION ARE YOU APPLYING FOR? _____
DO YOU DESIRE FULL TIME _____ PART TIME _____
DAYS AVAILABLE _____ HOURS _____

WAGE DESIRED _____
WHEN ARE YOU AVAILABLE TO START? _____

EMPLOYMENT HISTORY

ARE YOU CURRENTLY EMPLOYED? YES _____ NO _____
COMPANY _____ ADDRESS _____
PHONE NUMBER _____ SUPERVISOR'S NAME _____
MAY WE CONTACT YOUR EMPLOYER? YES _____ NO _____

PLEASE LIST YOUR MOST RECENT EMPLOYMENT (recent first)

DATE MONTH /YEAR	EMPLOYER NAME/ADDRESS	Phone Number	WAGE START/END	POSITION/ JOB DUTIES	REASON FOR LEAVING	PERMISSION TO CONTACT
FROM _____ TO _____						____ Yes ____ No
FROM _____ TO _____						____ Yes ____ No
FROM _____ TO _____						____ Yes ____ No

BRIEFLY SUMMARIZE ALL THE REASONS WHY YOU SHOULD BE SELECTED FOR THIS POSITION. PLEASE INCLUDE WORK EXPERIENCES, SPECIAL SKILLS, OR OTHER RELEVANT INFORMATION THAT YOU BELIEVE WE SHOULD CONSIDER.

PROFESSIONAL REFERENCES (please give 3 and do not use relatives or personal friends)

I AUTHORIZE DULUTH CLEANING CONTRACTORS TO CONTACT MY REFERENCES AND AUTHORIZE THE FOLLOWING REFERENCES TO DISCLOSE INFORMATION TO DCC REGARDING MY WORK PERFORMANCE.

_____ Initial

Name/Title _____ Address _____ Phone _____

Name/Title _____ Address _____ Phone _____

Name/Title _____ Address _____ Phone _____

IMPORTANT-PLEASE READ BEFORE SIGNING

I AUTHORIZE DULUTH CLEANING CONTRACTORS LLC TO OBTAIN INFORMATION ABOUT ME FROM PREVIOUS EMPLOYERS, BACKGROUND INFORMATION, AND CREDIT SOURCES. IATHUROIZE MY PREVIOUS EMPLOYERS, CREDIT SOURCES, AND LAW ENFORCEMENT AGENCIES TO DISCLOSE TO DULUTH CLEANING CONTRACTORS SUCH INFO ABOUT ME AS DCC MAY REQUEST.

_____ Initial

I UNDERSTAND THAT THE MISREPRESENTATION OR OMISSION OF FACTS IN THIS APPLICATION IS JUST CAUSE FOR TERMINATION.

_____ Initial

THIS APPLICATION DOES NOT CHANGE THE EMPLOYMENT-AT-WILL STATUS OR FORM A CONTRACT OR PROMISE OF EMPLOYMENT.

SIGNATURE OF APPLICANT

DATE