



# MAID TO CLEAN

Relax! Get a MAID TO CLEAN it.

802 12th Ave. NW Ardmore, OK. 73401

OFFICE (580) 319-1320 FAX (580) 798 - 5008

## Application for Employment

INSTRUCTIONS: Complete all the blanks accurately and completely. PLEASE PRINT. NEATNESS AND LEGIBILITY ARE IMPORTANT!

POSITION DESIRED	Full	Part	Temp	Expected Rate of Pay
------------------	------	------	------	----------------------

APPLICANT INFORMATION						
Last Name	First	M.I.	Date			
Street Address			Apartment / Unit #			
City		State	ZIP			
Phone #		Alternate Phone #				
Social Security No.		When Can You Start?				
List the Days and times you are available for work						
from SUN to	from MON to	from TUE to	from WED to	from THU to	from FRI to	from SAT to

How did you learn about the job for which you are applying?	
Have you ever worked for this company before?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, when?
Are you a citizen of the United States?	Yes <input type="checkbox"/> No <input type="checkbox"/> If no, are you authorized to work in the U.S.? Yes <input type="checkbox"/> No <input type="checkbox"/>
If you are under age 18, do you have a certificate of age or employment?	Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable <input type="checkbox"/>
Have you ever been convicted of a felony?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, explain.
Have you ever been fired or asked to resign from a job?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, explain.
Do you have any relatives working for Maid to Clean?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, explain.
What languages do you speak fluently?	
Job related skills:	
Machines or Equipment you can operate skillfully:	

EDUCATION			
Are you a High School Graduate?	Yes <input type="checkbox"/> No <input type="checkbox"/>	GED? Yes <input type="checkbox"/> No <input type="checkbox"/>	Still in School Yes <input type="checkbox"/> No <input type="checkbox"/>
High School Name/Location			
College Name/Location			
Hours Completed	Did you graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>	Degree	
Other School or Trade			

MILITARY			
Have you ever served in the U.S. Armed Forces?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, which branch?	
Date entered	Date separated	Honorable <input type="checkbox"/>	Dishonorable <input type="checkbox"/>
Explain			

**EMPLOYMENT HISTORY**

Start with your present or most recent job (Including military service).

Company		Phone No. (     )	
Address		Supervisor	
Job Title	Starting Pay	Ending Pay	
Responsibilities			
From	To	Reason for Leaving	
May we contact this employer?    Yes <input type="checkbox"/> No <input type="checkbox"/> If no, why not?			

Company		Phone No. (     )	
Address		Supervisor	
Job Title	Starting Pay	Ending Pay	
Responsibilities			
From	To	Reason for Leaving	
May we contact this employer?    Yes <input type="checkbox"/> No <input type="checkbox"/> If no, why not?			

Company		Phone No. (     )	
Address		Supervisor	
Job Title	Starting Pay	Ending Pay	
Responsibilities			
From	To	Reason for Leaving	
May we contact this employer?    Yes <input type="checkbox"/> No <input type="checkbox"/> If no, why not?			

**REFERENCES**

Full Name	Relationship
Address	Phone No. (     )

Full Name	Relationship
Address	Phone No. (     )

Full Name	Relationship
Address	Phone No. (     )

Full Name	Relationship
Address	Phone No. (     )

**DISCLAIMER AND SIGNATURE**

PLEASE READ CAREFULLY BEFORE SIGNING:

I understand that by filling out the Maid To Clean Application I authorize Maid To Clean to thoroughly investigate all statements contained in my application and resume. Further, I hereby state that the information given by me is true and complete to the best of my knowledge. I understand that any false statement or misrepresentation on this application is sufficient cause for refusal to hire or grounds for dismissal if I have already been employed. Maid To Clean is a drug free company and at any time may request for a drug test to be done. I hereby consent for any and all persons (references, previous employers) to release information pertinent to the hiring process and hold such persons harmless for damage of any nature whatsoever for furnishing such information.

Signature	Date
-----------	------