

APPLICATION FOR EMPLOYMENT

INSTRUCTIONS: Please use blue or black ink, print clearly and completely fill out all requested information. Please use "N/A" where questions due not apply.

When completed please mail application to: *AQC Commercial Cleaning – Employment Dept.*
 12725 SW Millikan Way Suite 300
 Beaverton, OR 97005

Application Date: _____
 Salary Requirements _____

Position Applied For: _____
 Date Available For Employment; _____

| PERSONAL DATA | | | |
|--------------------------|------------|--------------------------|-------------------------------|
| Last Name | First Name | Middle Name | Social Security Number |
| Address | | Home Phone () | |
| City | State | Zip | Cell /Daytime Phone () |
| Contact Email: | | | |
| Emergency Contact Person | | Contact Number () | |

Are you over 18 years of age? Yes/No Driver's License Number # _____ State: _____

After an employment offer has been made, can you present documented proof of your legal right to work in the United States? Yes/No

Are you willing to work any shift? Yes/No If yes, shift preferred _____
 If no, shift preferred _____

Have you ever been convicted of a felony or placed on deferred adjudication? Yes/No If yes explain:

NOTE: *Conviction will not necessarily disqualify you.*

| EDUCATION/CERTIFICATIONS | | | |
|---|--------------|---|-------------------------|
| Circle the last grade of school completed: 6 7 8 9 10 11 12 13 14 15 16+ | | Are you a high school graduate? Yes/No GED Name, City and State of High School | |
| Colleges/Universities Attended | City & State | Major | Degree/Years Completed |
| Business/Trade Schools Attended | City & State | Area of Training | Diploma/Years Completed |
| Certifications/Licenses (i.e. mechanics, carpenter, class C CDL, etc.) | | | |

U.S. MILITARY SERVICE

Service Branch _____ Rank _____ Specialty _____

SKILLS

Foreign Languages: (Proficiency to speak, read, or write) _____

Describe special skills or work related skills: (floor maintenance, windows, carpet cleaning)

Instructions: Please attach a supplement sheet for additional employment history information.

| EMPLOYMENT HISTORY | | | | |
|--|------------|----------|-----------------------|-----------------------------|
| Name, Phone & Address of Employer | From Mo/Yr | To Mo/Yr | Position Start/Ending | Rate of Pay Starting/Ending |
| | | | | |
| Describe duties, responsibilities and accomplishments: | | | | |
| Reason for leaving: | | | | |
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| Reason for leaving: | | | | |

| PROFESSIONAL REFERENCES | | |
|-------------------------|------------|--------------------|
| Company Name & Contact: | Telephone: | Work Relationship: |
| | | |
| Company Name & Contact: | Telephone: | Work Relationship: |
| | | |
| Company Name & Contact: | Telephone: | Work Relationship: |
| | | |

The information provided on this application is true and correct. I am aware that information in this application can be investigated with my complete permission. I understand that any false or incorrect information disclosed in this application is grounds for dismissal or unfavorable consideration. I understand that this application does not create a contractual obligation of employment between employer and employee and does not require the employer to continue employment of me in the future. I understand that this application is property of AQC Commercial Cleaning and will become part of my personnel file upon hire.

Signature: _____ Date _____

Thank you for considering AQC Commercial Cleaning for your employment opportunities.